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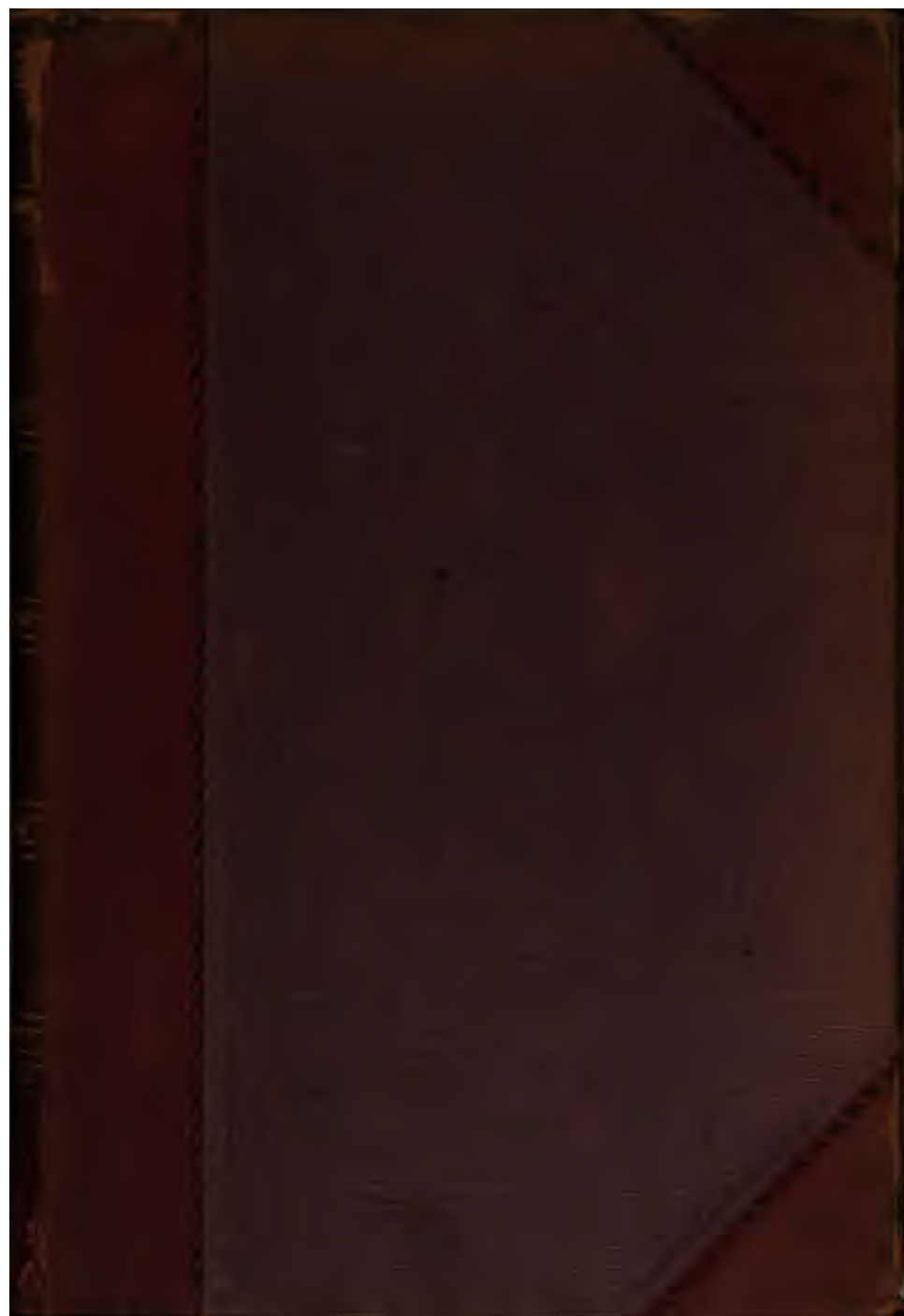
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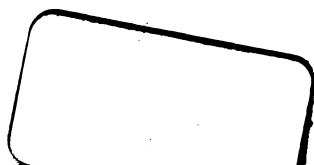
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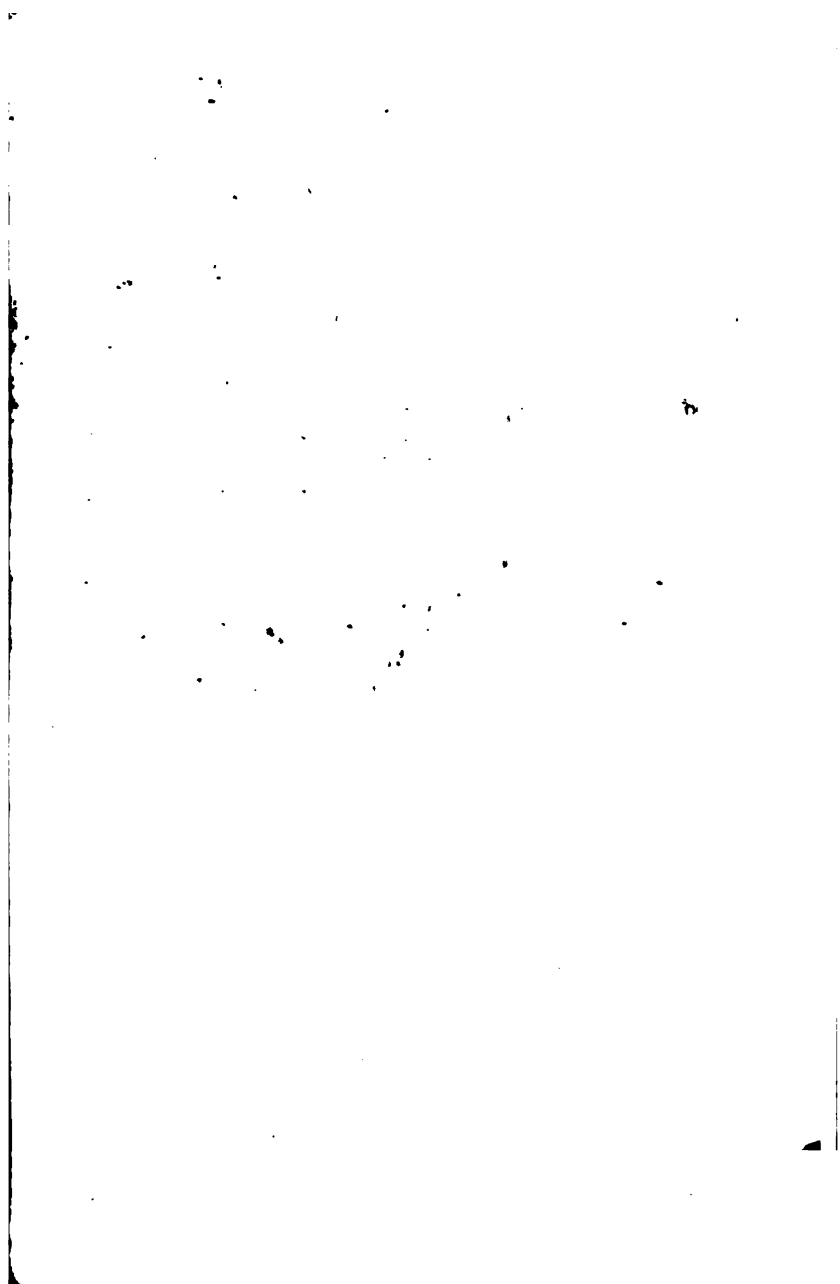
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GUIDE
TO THE
EXAMINATIONS FOR PROMOTION.

PART I.—THE RANK OF LIEUTENANT.

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GUIDE
TO THE
EXAMINATIONS FOR PROMOTION
OF REGIMENTAL OFFICERS
IN THE INFANTRY.

IN TWO PARTS.

to be bound in one

**PART I.—CONTAINING WHAT IS REQUIRED BY HER MAJESTY'S REGULATIONS
TO QUALIFY FOR PROMOTION TO THE RANK OF LIEUTENANT.**

By BREVET-MAJOR J. M. BANNATYNE,
8TH, THE KING'S REGIMENT.

THIRD EDITION, REVISED TO PRESENT TIME.

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BY PERMISSION,

MOST RESPECTFULLY DEDICATED TO

HIS ROYAL HIGHNESS THE DUKE OF CAMBRIDGE,

K.G., K.T., G.C.B., G.C.M.G.,

THE FIELD MARSHAL COMMANDING-IN-CHIEF.



PREFACE.

A THIRD EDITION of Part I. of this Work being called for, all the alterations rendered necessary by the publication of the Errata to the *Field Exercise Book*, 1862, as well as of recent *General Orders* and *Circulars*, have been made.

In framing the Questions and Answers an effort has been made to collect, in a small compass, the information required by Her Majesty's Regulations to qualify young officers for promotion.

The object has been, not to supersede the books sanctioned by authority, but rather to facilitate their study, by classifying the information contained in them under heads corresponding to those in the Horse Guards' Examination Order.

In wording the Answers care has been taken to adhere as closely as possible to the text of the authorized books. A reference will be found after each Answer to the authority on which it has been framed. On a few points which the regulation books do not mention, the writer has ventured to supply information based on the established usages of the service: in every such case an asterisk is appended to the Answer.

February 2, 1863.



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NOTE.

IN the questions and answers on drill, in order to distinguish the words of command given by the instructor of the drill, or the commanding officer of the battalion, from those given by the commander of the company, or its subdivisions or sections, the commands of the former are in Capital letters, those of the latter in Italics.

The following abbreviations have been adopted in the references to authorities. *Q. Reg.*, Queen's Regulations; *Art. War*, Articles of War; *M. Act*, Mutiny Act; *F. Ex.*, Field Exercise; *Musk. Reg.*, Musketry Regulations; *W. O. Reg.*, War Office Regulations; *Explan. Dir.*, Explanatory Directions.

EXAMINATIONS FOR PROMOTION.

EXTRACT FROM THE QUEEN'S REGULATIONS AND ORDERS FOR THE ARMY.

THE Queen's Regulations and Orders for the Army direct that "Before officers are recommended for promotion to the rank of lieutenant, the commanding officer is to apply to the senior officer of the district or station for a Board to examine and report upon their qualifications. The Board is to consist (if possible) of three field officers; but on no occasion, when it can be avoided, is any officer of the same regiment as the candidate to be a member. This Board is to report that the officers about to be recommended for promotion to the rank of lieutenant have been instructed in the following points, viz :—

- " 1. They must have a thorough knowledge, and must give an account of the duties they have to perform as regimental orderly officers—as officers commanding guards—or as subaltern officers of guards under officers of superior rank.
- " 2. They must have a thorough knowledge of, and be able to put a company through, the manual and platoon exercise, and be capable of exercising both a squad and a company in the drill and evolutions, as prescribed in the first two parts of the regulations for the field exercise of the infantry.
- " 3. They must know exactly the place of all the company officers in every situation of the battalion, and be able to command a company in battalion exercise.
- " 4. They must be acquainted with such parts of the Queen's Regulations and Orders for the Army as relate to the duties and conduct of a subaltern officer, and with the Mutiny Act and Articles of War, so far as is necessary for the performance of their duties as members of a court-martial.

- " 5. They must be acquainted with the Queen's regulations in regard to the pay and messing of the troops and the supply of necessaries.
- " 6. They must know the weight of the knapsack, the weight of the soldier's firelock, with and without the bayonet—of his pouch, with and without ammunition—the quantity of ammunition it is calculated to carry—and the weight of his accoutrements.
- " 7. Those who have passed through the course of instruction at Hythe must be thoroughly acquainted with the rifle drill and practice, and the theoretical principles of musketry, as defined in the authorized book of instruction."

It is further directed that " In all cases the Board of Examiners will ascertain by practical examination, as well as by the acceptance of verbal and written answers to questions, whether the officer is instructed in the subjects specified in paragraphs 2 and 3; the written questions and answers are to follow each other, and are not to be drawn out on separate sheets of paper; the Board are to mark in red ink their correction of any mistakes in the answers.

" The general or other officer commanding the district or station will forward the report of the Board (with the written questions and replies) to the military secretary, accompanied by his own observations thereon.

" Every ensign is to be examined on the different points herein specified before he has completed eight months' service; and should he fail to qualify himself for promotion within that period, his commanding officer must report for the information of the General commanding-in-chief, whether it is owing to a want of diligence and attention on the part of the officer, or to circumstances (such as sickness or others) over which he could have had no control."

GUIDE

TO THE

EXAMINATIONS FOR PROMOTION.

SECTION I.

DUTIES OF REGIMENTAL ORDERLY OFFICERS—OF OFFICERS COMMANDING GUARDS—AND OF SUBALTERN OFFICERS OF GUARDS UNDER OFFICERS OF SUPERIOR RANK.

DUTIES OF REGIMENTAL ORDERLY OFFICERS.

Q. State what officers are detailed daily for regimental duty, and describe the nature of that duty.

A. The captain of the day and the orderly officer. In addition to certain specified duties, they are required to superintend all regimental details, and are responsible for the order and regularity of the barracks during their tour of duty.

Q. What non-commissioned officers assist the officers of the day in the performance of their duties? [*

A. The orderly serjeant and orderly corporal. [*

Q. At what hour does the duty of the officers of the day begin and terminate?

A. Generally throughout the service at réveille. The tour of duty lasts "till the officers are relieved, which ought to be within twenty-four hours." [*

Q. What are the orderly officer's specified duties?

A. To inspect the daily supply of provisions, visit the men's mess at breakfast, dinner, and supper, the hospital, library, and school, the tailor's and shoemaker's shops, the cells, cookhouses, and canteen, and to attend the guard-mounting and evening parades; to visit the barrack rooms and married quarters, and to turn out and inspect the regimental guard by day and night; to

attend all roll calls; to inspect the piquet and market parties, and at tattoo to collect the reports, see the lights out, the canteen closed, and all quiet and regular. [*

Q. What is the orderly officer's duty at the daily inspection of provisions?

A. To assist the captain of the day in ascertaining that they are equal to the requirements of the contract; to see that they are of proper weight and quantity; and to be present at the issue of the rations to the messes by the quartermaster. He should also see that the orderly men of companies who attend in fatigue dress to receive the rations are clean and regular, and that the metal meat dishes which they should have in their hands are as clean as they can be made. [*

Q. If the officers of the day consider the provisions inferior to the requirements of the contract, what course should they pursue?

A. An immediate report is to be made to the commanding officer, who will, if he sees fit, assemble a committee of officers to investigate the matter. [*

Q. What points should the orderly officer attend to when visiting the men's messes?

A. He should ascertain that the messes are regular; that the men have no complaints to make regarding them; that the clothing, necessaries, accoutrements, and arms are arranged according to order, the beds neatly folded, and plenty of fresh air admitted into the rooms; that the men are properly dressed, and all reported present. [*

Q. What is the rule with regard to the meals of the men on guard?

A. They are carried to the guard by their comrades, or by the orderly men of rooms, who parade with the mess tins containing the meals in their hands, for the orderly officer's inspection, five minutes before the meal hour of the battalion. [*

Q. How should the men be dressed when at their meals?

A. With jackets buttoned. [*

Q. Should the men stand to attention when visited by the orderly officer at their meals?

A. They should be called to attention by the non-commissioned officer, and so remain until the officer retires, unless permission be given them to sit down. [*

Q. Whose duty is it to report the men present or otherwise at meal hours to the orderly officer?

A. The orderly serjeant of each company should bring a written report of absentees to the orderly officer. [*

Q. What is the orderly officer's duty regarding absentees?

A. To enter their names in his report. [*

Q. Should the orderly officer be accompanied by any one when visiting the men's messes?

A. Yes; by the orderly serjeant or corporal. [*

Q. When a complaint is made by any mess to the orderly officer regarding the quantity or quality of provisions, what course should he pursue?

A. After making every inquiry himself, he should report the matter to the captain of the day with as little delay as possible. [*

Q. When visiting the hospital, library, school, tailor's and shoemaker's shops, cells, cookhouses, and canteen, what points should the orderly officer attend to?

A. Cleanliness, order, regularity, and strict observance of the commanding officer's orders. He should ascertain whether the sick in hospital or the prisoners in the cells have any complaint to make, and see that the wards are clean and the messing regular. He should visit the school during school hours, see the master and mistress, and inquire as to the regularity of the scholars' attendance. At the canteen he should see the non-commissioned officer on duty, ascertain if any complaints have been made to him, and receive his report as to the good order of all in his charge. At the cookhouses he should inspect the coppers or kettles whilst the meals are being cooked, and afterwards see that they are thoroughly cleaned when the meals have been removed; the cooks should be paraded in their cooking dresses for his inspection at a certain hour. [*

Q. At what hour should the orderly officer inspect the barrack rooms and married quarters?

A. The former shortly before the hour of morning parade, the latter at any hour between the morning and evening parades that may be convenient. [*

Q. What should be particularly attended to?

A. In the barrack rooms he should see that everything has been made as clean as possible, that the beds are neatly folded, the arms, accoutrements, and shelves arranged according to order. In the married rooms he should see that cleanliness and good order are attended to, and in both that the ventilators are free from obstruction. [*

Q. Reg., Officer of the Day.

Q. Who are responsible to the orderly officer for the general good order and cleanliness of the rooms?

A. The non-commissioned officer in charge of the room is directly responsible; but the non-commissioned officer of the section to which the men belong, as well as the orderly serjeant and the colour serjeant of the company, ought all to be called to account should the duty be neglected. The same rule applies to the quarters of married men. [*

Q. Describe the orderly officer's duties at the guard-mounting and evening parades.

A. At the first he should take over from the adjutant all the guards commanded by non-commissioned officers, and march them off to their respective posts. At the last he should collect the reports under the orders of the captain of the day, and remain as long as his presence is required. [*

Q. Who is responsible for the cleanliness and regularity of the men for duty, and that the arms, ammunition, &c., are in good order?

A. The adjutant is responsible to the commanding officer that he hands the guard over to the orderly officer in good order in every respect. [Q. Reg., Duties in Garrison.

Q. In the absence of the adjutant, whose duty is it to parade the guard and piquet, and perform the other duties of that officer?

A. That of the orderly officer, unless another officer has been specially appointed for the purpose. [*

Q. How often should the orderly officer visit the barrack guards commanded by non-commissioned officers, and at what hours?

A. Once by day and once by night: directions should be obtained from the captain of the day as to the hours of visit. [*

Q. Describe the orderly officer's duties when visiting the guard.

A. He should inspect the men under arms, ascertaining that all are present, sober, and alert; visit the guard room and prisoners, and go round the sentries to see that they are acquainted with and understand the orders of their posts. [*

Q. Should a sentry be unacquainted with or misunderstand his orders, what course should the orderly officer pursue?

A. He should see that the sentry is properly instructed at once, and take steps to ascertain whether the ignorance of the sentry was the result of neglect of duty on the part of the corporal who posted him. [*

Q. By whom should the orderly officer be accompanied when visiting the sentries?

A. By the corporal of the guard. [*

Q. Whose duty is it to inspect the guard after it is relieved?

A. Before a relieved guard, under the command of a non-commissioned officer, is dismissed, the orderly officer should inspect it, and if the arms are loaded, the charges should be drawn under his superintendence. [* Q. Reg., Duties in Garrison.

Q. Is it necessary for the orderly officer to obtain any one's permission to dismiss the old guard to its quarters?

A. Should there be an officer senior to the orderly officer on parade, he ought, after inspection, to report the old guard to him, and obtain his leave to dismiss it. [*

Q. What are the market parties, and what are the orderly officer's duties regarding them?

A. The market parties consist of the orderly corporal and a man from each mess of a company, who are sent daily to purchase articles of messing. The orderly officer parades the market parties of the whole battalion half an hour after the evening meal, and inspects them. He should see that the mess books, in which the tradesmen's receipts are to be entered, are in the possession of the orderly corporals, and correctly filled up with the number of men in mess; and that the sum of money therein entered to be expended is actually in the corporal's possession. [*

Q. How should the orderly corporal and men of a market party be dressed?

A. In fatigue dress, the corporal to wear his side arms. [*

Q. What duties has the orderly officer to perform at retreat and tattoo?

A. At retreat, to inspect the piquet, and see that the men are all present and sober; at tattoo, to collect the reports, inspect the piquet, and see that the canteen is cleared; and in a quarter of an hour afterwards, to see that the lights and fires in every room occupied by the non-commissioned officers, privates, and married people, with the exception of the serjeants' mess, in which gas may be burnt half an hour later, have been extinguished.

[* *H. G. Order, 10th Dec., 1861.*

Q. To whom should the orderly officer look for instructions when cases of difficulty occur in the performance of his duty?

A. To the captain of the day. The orderly officer is under his immediate orders, and must report to him both the performance of the ordinary duties and anything extraordinary that may occur. [*

Q. Should these reports to the captain of the day be verbal or written?

A. A written report of the performance of all ordinary duties, according to regimental form, should be made to the captain of the day, for the commanding officer's information, before nine o'clock the following morning. If it be necessary to report anything extraordinary, the report should be made verbally and at once. [*

Q. Should the orderly officer's report be sent by him to the captain of the day?

A. It is the custom for the orderly corporal coming off duty to collect the reports, including that of the orderly officer, and carry them to the captain of the day; but whether the corporal comes for it or not, the orderly officer is responsible that his report is despatched in proper time. [*

Q. Should any part of the orderly officer's duty be omitted, what is the proper way of accounting for the omission?

A. In all cases where a duty is omitted, it should be distinctly so stated in the body of the written report. When the omission has been unavoidable, and the cause is evident, no more need be said. But if otherwise, the report should be accompanied by a written explanation, to be laid by the captain of the day before the commanding officer. [*

Q. Whose permission must be obtained before an officer can exchange duties with another?

A. The permission of the commanding officer. [*Q. Reg., Duties.*

Q. Having obtained the commanding officer's permission, what further steps must be taken?

A. An intimation in writing of the exchange of duties should be sent to the adjutant before the orders containing the detail for duty are published. [*

Q. If the orderly officer is relieved before the expiration of his tour of duty, on account of illness or any other cause, what steps should be taken?

A. He should make over the duties regularly to the officer who is to relieve him, and it is the duty of the relieving officer to report to the captain of the day that he has received over everything regularly. [*

Q. May the orderly officer leave his barracks, camp, or cantonment?

A. No.

[* *Q. Reg., Duties in Camp.*

Q. What rule must the orderly officer observe with regard to dress?

A. He must remain in uniform, and, except when in his own quarters or at mess, should wear his sword. [*

Q. What are the duties of the orderly officer on board ship?

A. To see all orders obeyed, and every regulation for troops on board transports carried into effect; to be present and directing at the cleaning of the berths, and to report to the captain of the day or the commanding officer when this duty has been performed; to see that the hammocks are hung up and stowed away at the proper hours; to visit the messes and report immediately any circumstance of neglect in victualling the troops; to see the allowance of spirits mixed with at least three parts of water, and issued to the men. To go round with a lantern at the proper hour, and ascertain that every man is in bed except the men of the guard and of the watch; to report to the commanding officer that all lights, except those over which there may be sentries, have been extinguished at the proper hour; to trace when going his rounds between decks, and instantly report, any soldier who may presume to smoke there or use any light except in lanterns. [*Q. Reg., Duties on board Ship.*

Q. What officer is to be considered as the officer of the guard on board ship?

A. The orderly officer.

[*Q. Reg., Duties on board Ship.*

Q. How soon after joining his regiment may a young officer be considered qualified to perform the duties of a regimental orderly officer?

A. When the exigencies of the service permit, a young officer should be dismissed from the adjutant's drills, and have passed through the prescribed course of musketry instruction, before he is considered qualified. [*

Q. What means has a young officer within his reach of acquiring beforehand a knowledge of the duties he will have to perform as an orderly officer?

A. He should obtain from the adjutant a form of the written report which, as an orderly officer, he will have to render. The adjutant and the officer commanding his company or depôt will give him any information he may require in explanation of the duties enumerated in the report. Before being detailed in his tour, the young officer should be required to perform all the duties daily as a supernumerary, sending in the usual report for the adjutant's inspection, till considered fit to perform the duty on his own responsibility. [*

DUTIES OF OFFICERS ON GUARD.

Q. How soon may a young officer be considered qualified to perform the duty of commanding a guard?

A. An officer is not to be placed in the charge of a guard till he is sufficiently acquainted with his duty. [*Q. Reg., Duties in Garrison.*

Q. How are young officers to be instructed in duties on guard?

A. They are to be put on duty as supernumeraries with senior officers, from whose advice and example they may be expected to obtain a knowledge of their duty. [*Idem.*

Q. Describe generally the duties of officers on guard.

A. They are to make themselves acquainted with the orders of the guard, as also with those which each sentinel ought to have on his post. They are to inspect all reliefs both on going out to their posts and coming in from them. They are to superintend the conduct of the non-commissioned officers, taking care that they are exact in the performance of their duty; that they maintain a proper authority, and prevent any irregularity amongst the men. They are to ascertain that the corporals are well informed with respect to the orders they are to deliver to the sentinels, whom they must visit frequently to be assured that they know their duty, and have received proper instruction. [*Idem.*

Q. From whence do guards mount?

A. From the guard-mounting parade, or, should that be dis-

pensed with, either from the usual garrison parade or from their regimental parades. [F. Ex., Pt. VII., S. 12.]

Q. When the guard-mounting parade is dispensed with, and guards assemble on the usual garrison parade for the town-major's inspection, how do they fall in?

A. In open column. Previous to inspection they are wheeled into line by the town-major. [Idem.]

Q. How do the officers for duty fall in at the guard-mounting parade, and when?

A. The guards being in line at open order, and the non-commissioned officers formed near the saluting base, and opposite the centre of the line facing towards it, the drums will beat the assembly. As it commences, the officers for duty will fall in three paces in front of the serjeants, and about three paces from each other, with carried swords. [Idem.]

Q. What takes place next?

A. The town-major will deliver the parole, and countersign to the commanders of guards, and point out the divisions they are respectively to command. [Idem.]

Q. What officers should be with the right division?

A. When sufficient officers are present for duty, there should be a captain, lieutenant, and ensign, or other officer to carry the colour. [Idem.]

Q. When there are not sufficient officers for this, how are they placed?

A. The captain and ensign only will be with the right division, in front of the second files from the right and left. [Idem.]

Q. In this case, who will take command of the escort when it goes for the colour?

A. The lieutenant commanding the second division. He will move, together with the ensign, in front of the centre of the right division. [Idem.]

Q. On the command being given by the field officer, "OFFICERS AND NON-COMMISSIONED OFFICERS, OUTWARDS—FACE, TAKE POST IN FRONT OF YOUR RESPECTIVE GUARDS, QUICK—MARCH," what happens?

A. The officers and serjeants will face outwards, the former recovering swords, the latter their rifles. They will step off and will halt and face towards the line—the officers opposite their proper posts in line, the serjeants opposite the right of their guards or divisions. As they halt, the officers will port their swords, the serjeants shoulder their rifles. [Idem.]

Q. Describe what is done on the command, "To YOUR GUARDS, SLOW—MARCH."

A. The officers and serjeants will step off in slow time, recover—

ing their swords and rifles as they take the first pace. When within three paces of the line, the officers will mark time, and the senior serjeants of divisions will do the same when they reach the right of their divisions; the remainder will move through the line to the supernumerary rank. The officers and serjeants will halt and front by word of command from the field officer, when the former will port their swords, and the latter carry their rifles.

[*F. Ex., Pt. VII., S. 12.*]

Q. On the command, "OFFICERS AND NON-COMMISSIONED OFFICERS, INSPECT YOUR GUARDS," what takes place?

A. The officers and serjeants commanding guards will pass down the front rank and back between the ranks, inspecting the men, and then resume their position in front of the line. [*Idem.*]

Q. When the drummer's call beats, what will the officers of the right division do?

A. On the first tap of the call the captain and lieutenant will recover swords and face inwards. The ensign, who will be in front of the centre of the company, will step back one pace. During the call the captain will move across in quick time, and place himself in front of the right file of the second division, and the lieutenant will place himself two paces in front of the ensign, both carrying their swords. [*Idem.*]

Q. On the word of command being given, "ESCORT FOR THE COLOUR REAR RANK, TAKE CLOSE ORDER—MARCH," what will the officers do?

A. They will remain in front. [*Idem.*]

Q. In marching towards the colour, how are the officers placed?

A. As before, in front of the escort. [*Idem.*]

Q. How far should the escort move out from the line before it wheels to the left?

A. The distance of a division and a-half. [*Idem.*]

Q. In what direction will it move after wheeling to the left?

A. Straight towards the colour. [*Idem.*]

Q. When should the officer commanding the escort halt his division and open the ranks?

A. When at rather more than wheeling distance from the colour. [*Idem.*]

Q. Describe the ceremony of saluting and receiving the colour.

A. The serjeant-major will move in quick time, by the left flank, to the front, receive the colour, and return towards the escort. The ensign will move out four paces in front of the lieutenant, passing by his right. Having saluted and returned his sword, he will receive the colour from the serjeant-major, place it in his belt, and face about. The escort will then be ordered to present arms, the serjeant-major saluting, the remaining serjeants porting arms and facing outwards. [*Idem.*]

Q. On the command, "*Shoulder—arms,*" being given to the escort, where will the ensign go?

A. He will resume his post in rear of the lieutenant, passing by his left. [*F. Ex., Pt. VII., S. 12.*]

Q. What words of command should be given next to the escort by the lieutenant?

A. "*On the move, Left wheel, Slow—march.*" [*Idem.*]

Q. How does the lieutenant carry his sword?

A. At the port. [*Idem.*]

Q. What are the next words of command to the escort?

A. "*To the right turn, Left—wheel.*" [*Idem.*]

Q. By whom and when should they be given?

A. By the lieutenant, when at four paces from the line of officers. [*Idem.*]

Q. When is the next word of command, "*Left—wheel,*" to be given to the escort by the lieutenant?

A. When the leading file of the escort arrives at the left file of the front rank of the line. [*Idem.*]

Q. What then happens?

A. The guards will be ordered by the field officer of the day to present arms. The lieutenant of the escort, with his sword at the port, will move along the front of the line of officers, abreast of the second file, from the right of the escort; the ensign, carrying the colour, following him abreast of the centre of the escort. The front rank of the escort will file between the ranks of the guards, the rear rank one pace behind the rear rank of the guards. [*Idem.*]

Q. When the head of the escort arrives at the right of the remainder of the line, where do the officers place themselves?

A. The captain, with his sword at the port, will take the place of the lieutenant, and move on with the division; the lieutenant will mark time when at his original post, and the ensign will move on, passing him by the proper front. [*Idem.*]

Q. When the escort has cleared the remainder of the line, what words of command should be given it?

A. "*Halt—front, dress, eyes—front,*" by the lieutenant; "*Present—arms,*" by the captain. [*Idem.*]

Q. What will be done next?

A. The guards will be ordered to shoulder and salute if a general officer is present. After this they will take close order, the colour taking post in rear of the fourth file from the left of the right company. The guards will then break into open column and march past, the colour changing flank during the second wheel. [*Idem.*]

Q. How will the guards then be formed?

A. They will be halted, wheeled into line, and directed to order and stand at ease; the coverers will be called to the front, and when

properly covered in open column, the line will be ordered to come to attention, face to the left, and form guards.

[*F. Ex., Pt. VII., S. 12.*]

Q. How are the guards marched off when they consist of four files and upwards?

A. On the commands, "FORM FOURS—RIGHT, TO, YOUR RESPECTIVE GUARDS, QUICK—MARCH," they will form fours, and march off to their posts.

[*Idem.*]

Q. How are they marched off when they consist of less than four files?

A. They will move to the front in line, or to the right in file, according to the order of the garrison.

[*Idem.*]

Q. On approaching their posts, how will the guards be formed?

A. When practicable, they will form line at twenty or thirty paces in front of the old guard, and will advance in slow time to within ten or fifteen paces of it, when they will be halted, dressed, and directed to take open order.

[*F. Ex., Pt. VII., S. 13.*]

Q. In situations where the new guard cannot advance in line towards the front of the old guard, how will it move?

A. In fours or files, in slow time, and will be halted and fronted opposite the old guard, or, if necessary, on its left, in the same line.

[*Idem.*]

Q. When the new and old guards are drawn up in the same line, what interval must be left between them?

A. Four or six paces.

[*Idem.*]

Q. How will the old guard be drawn up to receive the new?

A. At open order on its own parade.

[*Idem.*]

Q. Describe what is done when the ranks of the new guard have been directed to take open order.

A. The old guard will present arms, and the new guard will return the salute, after which both guards will be directed to shoulder.

[*Idem.*]

Q. After shouldering, what document will be handed by the commander of the old guard to the commander of the new guard?

A. The duplicate of his guard report.

[*Idem.*]

Q. What is done next?

A. The guard will be told off and the first relief sent out.

[*Idem.*]

Q. When should the commander of the new guard take over the property in charge of the guard?

A. Whilst the first relief is going round.

[*Idem.*]

Q. How is he to ascertain that it is all correct or otherwise?

A. By comparing it with the list in the old guard report.

[*Idem.*]

Q. What are the orders of the service as to handing over the watch coats of a guard when it is relieved?

A. They are to be handed over with the stores and furniture in

charge of the guard, and the commander of the relieving guard is to certify at the time to the state of the coats in question.

[*H. G. Order, 21st March, 1859.*]

Q. Where should the watch coats of sentries be kept?

A. In the sentry boxes.

[*Idem.*]

Q. When the relief has returned, and the men of the old guard have fallen in, what takes place?

A. Both guards will be called to attention, and directed to shoulder, and the old guard will take close order.

[*F. Ex., Pt. VII., S. 13.*]

Q. How does the old guard then march off?

A. It will form fours, or face to its right, and march off in slow time.

[*Idem.*]

Q. What compliment will the new guard pay the old as it marches off?

A. It will present arms.

[*Idem.*]

Q. When will the old guard break into quick time in marching off?

A. As soon as its left is clear of the ground it stood on.

[*Idem.*]

Q. When will the new guard shoulder, after presenting to the old guard as it marches off?

A. As soon as the left of the old guard has cleared the ground on which it stood, and been ordered to break into quick time.

[*Idem.*]

Q. What is then done with the new guard, supposing it to have been drawn up in front of the old guard?

A. It will form fours to the right, wheel to the left in quick time, and again wheel to the left on its leading file arriving at the left of the ground on which the old guard was formed.

[*Idem.*]

Q. When the new guard is on the ground which was occupied by the old, what takes place?

A. The commander will order it to halt, front, order arms, and stand at ease. He will then read the orders of the guard to his men, and dismiss them.

[*Idem.*]

Q. When are the orders of the guard to be read to the first relief?

A. When it comes in.

[*Idem.*]

Q. How should a relief of less than four men be formed?

A. In single rank.

[*F. Ex., Pt. VII., S. 14.*]

Q. How should a relief of four men and upwards be formed?

A. In two ranks.

[*Idem.*]

Q. How should reliefs be marched in open ground?

A. In line.

[*Idem.*]

Q. In streets, or narrow places, how should reliefs be marched?

A. In single rank or files.

[*Idem.*]

Q. When a relief marches in line, where will the corporal be placed?

A. On the right of his relief.

[*Idem.*]

Q. When a relief marches in single rank or in files, where should the corporal be placed?

A. On the proper front of the rear file. [*F. Ex., Pt. VII., S. 14.*]

Q. How should the corporal of a relief carry his arms?

A. Advanced, with bayonet fixed.

[*Idem.*]

Q. When the first relief of a guard is sent out, who should accompany it, and for what purpose?

A. A corporal belonging to the old guard, to bring in the relieved sentries.

[*Idem.*]

Q. If the first relief moves in line, where should the corporal of the old guard be placed?

A. On the left flank.

[*Idem.*]

Q. If the first relief marches in single rank or files, where will the corporal of the old guard be placed?

A. He will be in front, leading the single rank or front rank of files.

[*Idem.*]

Q. Is the first relief commanded by the corporal of the old guard or by the corporal of the new?

A. It is commanded by the corporal of the new guard till all the sentries are relieved, after which the corporals change places, and the corporal of the old guard will take command.

[*Idem.*]

Q. Who is responsible that the men of a relief march regularly?

A. The corporal.

[*]

Q. Are the arms of a relief to be supported or sloped?

A. Supported.

[*F. Ex., Pt. VII., S. 15.*]

Q. What are reliefs to be directed to do on meeting an officer dressed in uniform?

A. To shoulder arms.

[*Q. Reg., Duties in Garrison.*]

Q. On the return of a relief to the guard, is it to be dismissed at once by the corporal?

A. It is not. The corporal should report its return, and await orders from the commander of the guard.

[*]

Q. Is it necessary that all relieved sentries be marched all the way round with the relief?

A. It is.

[*]

Q. On the approach of the relief, where will a sentry place himself?

A. In front of the sentry box, with shouldered arms.

[*F. Ex., Pt. VII., S. 15.*]

Q. At what distance from the sentry should the relief be ordered to shoulder arms?

A. At about ten paces.

[*Idem.*]

Q. At what distance from the sentry should the relief be halted by the corporal?

A. At about six paces.

[*Idem.*]

Q. When relieving sentry, what is done on the words, "*Sentries, Port—arms?*"

A. The old sentry and the man who is to relieve him will port arms, the latter moving out from the relief and placing himself at one pace from the former, facing him. The old sentry will then give over his orders, the corporal referring to the board of orders to see if they are correctly given. [*F. Ex., Pt. VII., S. 15.*]

Q. What takes place at the word "*Pass?*"

A. The old sentry will take one pace to his left, and then move to his place in the relief, facing to the rear, and the new sentry will take one pace to his front. [*Idem.*]

Q. What is done next?

A. The sentries will be ordered to front and shoulder arms, after which the relief will be marched on. [*Idem.*]

Q. How soon after leaving the sentry's post may the relief be ordered to support arms?

A. When it has proceeded about ten paces. [*Idem.*]

Q. Who is responsible that all property in charge of a sentry is correctly made over at the relief?

A. The corporal. [***]

Q. What should be pointed out to every sentry on being posted?

A. The proper front of his post, as well as the extent of his walk. [*F. Ex., Pt. VII., S. 15.*]

Q. Describe generally the orders of the service regarding sentries on post?

A. Sentries walking backwards and forwards on their posts must do so in a brisk and soldier-like manner; they must on no account quit their arms, lounge, or converse with any one; nor must they walk more than ten yards on each side of their posts, nor remain in their sentry boxes in good, or even in moderate weather. [*Idem.*]

Q. Are sentries permitted to support arms or to order arms and stand at ease?

A. They are. [*Idem.*]

Q. May sentries slope arms?

A. Not unless specially ordered to do so. [*Idem.*]

Q. When a sentry halts to order his arms, or to pay a compliment, how should he face?

A. He should take care to front the point especially recommended to his observation. [*Q. Reg., Duties in Garrison.*]

Q. How should a sentry on a rampart or battery front?

A. Outwards. [*Idem.*]

Q. Describe the compliments to be paid by sentries to officers.

A. To all field officers, and to persons entitled to the salute, they will present arms; to all others they will shoulder arms. [*Idem.*]

Q. On the approach of an officer, when should the sentry, if on the march, halt, front, and shoulder arms?

A. When the officer is at least fifteen paces from him.

[*F. Ex., Pt. VII., S. 16.*]

Q. If a sentry be standing at ease, with ordered arms, when an officer approaches, what should he do?

A. He should come to attention and shoulder.

[*Idem.*]

Q. How should a sentry salute armed parties, whether commanded by an officer or not?

A. He should present arms.

[*Idem.*]

Q. Are parties with side arms to be considered as armed parties?

A. They are.

[*Idem.*]

Q. What compliment should be paid by a sentry to an unarmed party commanded by a field officer?

A. He should present arms.

[*Idem.*]

Q. How should a sentry salute an unarmed party commanded by any one under the rank of field officer?

A. He should shoulder arms.

[*Idem.*]

Q. How should the commander of an unarmed party return a sentry's compliment?

A. By giving the words, "*Eyes—right*" (or *left*), and having passed him, "*Eyes—front.*"

[*Idem.*]

Q. How should parties marching with arms at the secure, or with side arms, pay and return compliments?

A. As unarmed parties.

[*Idem.*]

Q. Should a sentry pay an officer the compliment of presenting arms after sunset?

A. He should not.

[*Idem.*]

Q. What compliment should be paid by a sentry to all officers after sunset, and as long as he can observe their approach?

A. He should come to his front, and remain steady, with shouldered arms.

[*Idem.*]

Q. How does a sentry in a sentry box salute?

A. By coming to attention smartly.

[*Idem.*]

Q. How do bayonet sentries salute?

A. By standing at attention to their proper front.

[*]

Q. How should double sentries salute?

A. They should halt, front, and pay the compliment due together, taking the time from the man nearest the person saluted.

[*]

Q. How soon should sentries begin challenging?

A. When it gets dark.

[*F. Ex., Pt. VII., S. 17.*]

Q. How do sentries challenge?

A. On the approach of any person, the sentry will face towards him in a state of preparation, port arms, and call out in a sharp tone, "*Who comes there?*"

[*Idem.*]

Q. If on a post where a sudden rush could be made on him, should he remain with his arms ported?

A. No; he should come at once to the charge. [*F. Ex., Pt. VII., S. 17.*]

Q. If the person approaching a sentry, on being challenged, gives a satisfactory reply, what should the sentry say?

A. "*Pass, friend—All's well.*" [*Idem.*]

Q. Having said "*Pass, friend—All's well,*" should the sentry at once shoulder?

A. No; he should remain at the port or charge till the person has passed. [*Idem.*]

Q. If the person approaching a sentry, on being challenged, answers, "*ROUNDS,*" what takes place?

A. The sentry will demand, "*What rounds?*" and after the reply, "*GRAND (or VISITING) ROUNDS,*" will say, "*Pass, grand (or visiting) rounds—All's well.*" [*Idem.*]

Q. Should they be grand rounds, what compliment will the sentry pay as they pass?

A. He will present arms. [*Idem.*]

Q. Should there be a countersign, what takes place on the reply, "*GRAND (or VISITING) ROUNDS,*" being given to the sentry's challenge?

A. The sentry will say, "*Stand, grand (or visiting) rounds—Advance one and give the countersign,*" at the same time coming down to the charge, in which position he will receive the countersign. [*Idem.*]

Q. Should the countersign be correct, what will the sentry do?

A. He will say, "*Pass, grand (or visiting) rounds—All's well,*" and shoulder; at the same time, if they are a grand rounds, he will present arms. [*Idem.*]

Q. Should the sentry who challenges the rounds be posted at or near the guard room door, what takes place?

A. On the reply, "*GRAND (or VISITING) ROUNDS,*" the sentry will say, "*Stand, grand (or visiting) rounds—Guard, Turn out.*" [*F. Ex., Pt. VII., S. 19.*]

Q. How do double sentries challenge?

A. Both should halt, face the person advancing, and port arms. The sentry nearest him will challenge as before directed, and if necessary, bring his rifle to the charge; the other will remain steady, with his arms at the port, ready to assist his comrade, should he require it. [***]

Q. How often should sentries be relieved?

A. Generally every two hours; in some situations every hour. [***]

Q. May a sentry return to his guard at the expiration of two hours, should he not be relieved.

A. No; he must on no account quit his post until regularly relieved. [*Art. W., Crimes.*]

Q. Should he, on account of illness, desire to be relieved from his post, how should he act?

A. Pass the word to the serjeant of the guard, who will, if necessary, cause him to be relieved. [*

Q. How many men of a guard are told off to each post?

A. Three. [*

Q. How is the guard told off into sentries?

A. It is numbered from either flank, front and rear rank together; the right or left hand man being No. 1, his rear rank man No. 2, and so on. [*

Q. What are the orders as to visiting sentries when on post?

A. Officers on guard are to visit their sentries frequently, both by day and by night. A non-commissioned officer and file of men are likewise to visit the sentries frequently during the day.

[Q. Reg., Duties in Garrison.

Q. Is it necessary to report having done so?

A. It is. The particular hours at which the sentries were visited must be stated in the morning report. [Idem.

Q. When officers commanding guards are going to visit their sentries, to whom should they communicate their intention?

A. To the next officer in command. [Idem.

Q. What should they also mention at the same time?

A. The probable time of their absence. [Idem.

Q. What is the duty of a sentry when a fire breaks out, or any alarm is raised in the garrison?

A. To pass the word to the guard. [*

Q. Through whom should all orders to sentries be given?

A. An officer, or non-commissioned officer of the guard. [*

Q. What are the orders regarding sentries posted near the cells?

A. Care is to be taken that they do not communicate with the prisoners. They are not to have any charge of their discipline, and will merely have orders to call the attention of the provost serjeant, or serjeant of the guard, to any irregularity they may notice, and to apprise them in case of any prisoner making a signal from the cells that he requires to see them.

[Q. Reg., Barrack Cells.

Q. When the arms of sentries are loaded, should they be carried at half-cock?

A. No; they should be carried with the cock down on the nipple, so as to secure the cap in its place.

[F. Ex., Pt. III., Gen. Directions.

Q. Whose duty is it especially to visit all guards both by day and by night?

A. The duty of the field officer of the day.

[Q. Reg., Duties in Barracks.

Q. When guards turn out, how do they fall in?

A. With shouldered arms at open order. [*F. Ex., Pt. VII., S. 19.*]

Q. Should guards turn out after sunset?

A. Not except on the approach of a body of troops, in cases of alarm, or to receive visiting rounds, or grand rounds; in the latter case only paying compliments. [*Idem.*]

Q. Whom do all guards salute with the highest honour?

A. Crowned heads. [*Q. Reg., Honours.*]

Q. Do guards mounted over the persons of crowned heads pay compliments to any one else?

A. They do not, except to princes of the blood, and that by courtesy in the absence of crowned heads. [*Idem.*]

Q. What compliments are to be paid by guards to colonels of their own regiments?

A. The guards will turn out and present their arms once a-day, after which they are to turn out to them with shouldered arms. [*Idem.*]

Q. What compliments are to be paid to lieutenant-colonels and majors by their own guards?

A. They are to turn out with shouldered arms once a-day, after which they are to stand to their arms. [*Idem.*]

Q. When the command of a regiment devolves on a lieutenant-colonel, major, or captain, what compliments are his own guards to pay him?

A. The same as are ordered for the colonel. [*Idem.*]

Q. Do guards turn out to officers in plain clothes?

A. Not except to members of the Royal Family, the Lord Lieutenant of Ireland, and governors, or lieutenant-governors, within the precincts of their governments. [*Idem.*]

Q. When colours pass a guard, how are they saluted?

A. With the utmost respect, the trumpets sounding and drums beating a march. [*Idem.*]

Q. When guards present arms, how do officers salute?

A. With swords, except those bearing colours. [*Idem.*]

Q. Should officers on duty under arms have swords drawn?

A. Yes, always. [*Q. Reg., Duties in Garrison.*]

Q. How do guards salute armed parties?

A. They present to parties under officers, shoulder to others.

[*Q. Reg., Honours.*]

Q. Are guards to salute volunteers under arms?

A. Yes. [*H. G. Order, 16th August, 1860.*]

Q. When general officers, or persons entitled to a salute, pass in rear of a guard, is the officer to face his guard to the right about, or beat his drum?

A. No; he is only to make his men stand shouldered.

[*Q. Reg., Honours.*]

Q. When general officers, or persons entitled to a salute, pass guards in the act of relieving, how are they saluted?

A. Both guards salute, receiving the word from the senior officer.

[*Q. Reg., Honours.*]

Q. Are officers of the navy, marines, and civil departments of the army entitled to compliments, when dressed in uniform, from guards and sentries?

A. Guards and sentries pay compliments to officers of the navy and marines according to their rank, but only sentries pay compliments to officers of the civil departments.

[*H. G. Order, 25th March, 1861.*]

Q. What is meant by the grand or visiting rounds?

A. When the field officer of the day visits the guards it is called grand rounds, when the captain of the day visits the guards it is called visiting rounds.

[*F. Ex., Pt. VII., S. 19.*]

Q. On the approach of the rounds, what takes place after the sentry has given the word, "*Guard, Turn out,*" if there is no countersign to be given?

A. The guard will turn out, and as soon as it has fallen in, if there is no countersign, the commander will call out, "*Advance, grand (or visiting) rounds—All's well,*"

[*Idem.*]

Q. What compliment will be paid to the rounds by the guard?

A. To grand rounds the guard will present arms, to visiting rounds it will remain at the shoulder.

[*Idem.*]

Q. Describe what takes place at the approach of the rounds if there is a countersign to be given?

A. After the guard is turned out, a corporal or serjeant will be sent with the right or left file of the guard, according to the position of the rounds. He will move next the front rank man; when at about ten paces from the rounds he will order his men to halt and port arms, and will then repeat the challenge, "*Who comes there?*" On the reply, "*ROUNDS,*" he will inquire, "*What rounds?*" Then order, "*Stand, grand (or visiting) rounds—Advance one and give the countersign.*"

[*Idem.*]

Q. How is the countersign to be given?

A. The officer of the rounds, or the non-commissioned officer accompanying him, will advance and give the countersign, the two men of the file sent out from the guard charging bayonets as he advances.

[*Idem.*]

Q. After receiving the countersign from the rounds, what will the non-commissioned officer of the escort do?

A. He will go back and repeat the countersign to the commander of the guard.

[*Idem.*]

Q. Should the countersign be correct, what takes place next?

A. The commander of the guard will call out, "*Advance, grand*"

(or *visiting*) rounds—*All is well*;" the non-commissioned officer of the escort will order his men to "*Shoulder—arms*," face inwards, and step back three paces each; the rounds will pass between them, and if they are grand rounds the escort will be ordered to present. The rounds will then advance to the guard, and the escort will be ordered by the non-commissioned officer to shoulder if they have presented, face inwards, march back, and fall in on the flank of the guard, taking up the present if the rest of the guard are at the present.

[*F. Ex., Pt. VII., S. 19.*]

Q. Are visits to a guard, or rounds of any description, to be invariably mentioned in the guard report?

A. They are. The hours at which they take place are to be mentioned.

[*Q. Reg., Duties in Garrison.*]

Q. Describe how a guard or piquet is to be turned in.

A. It is to be regularly dismissed in the same way as a company or squad.

[*F. Ex., Pt. II., S. 35.*]

Q. When should all guards be under arms?

A. At retreat, tattoo, réveille, and on all occasions when an armed party approaches.

[*Q. Reg., Honours.*]

Q. When a fire breaks out, or any alarm is raised in a garrison, or in the vicinity of a guard, what should the guard immediately do?

A. All guards are to be immediately under arms, the barriers are to be shut, and so continued until the fire is extinguished.

[*Q. Reg., Duties in Garrison.*]

Q. What are the orders regarding the custody of prisoners by a guard?

A. Officers commanding guards must receive such prisoners as are made over to them by an officer or non-commissioned officer. A written charge or crime should in all cases be required with each. The names of the prisoners, with the charges against them, must be entered in the guard report, with a note of the manner in which each has been disposed of, on the guard being relieved.

[*Art. War, Custody of Offenders.*]

Q. May an officer in command of a guard refuse to receive a prisoner from an officer or non-commissioned officer on the ground that a written charge or crime is not given him along with the prisoner?

A. He may not. It is sufficient for the commander of the guard that the prisoner is amenable to military law, and that the person confining him is known and responsible. The officer or non-commissioned officer who commits the prisoner, and allows any unnecessary delay to occur in giving a written account of the crime to the commander of the guard, is guilty of a breach of the Articles of War.

[*Idem, Simmons on Courts-Martial.*]

Q. Having received the prisoner, what report must the commander of the guard make regarding him?

A. He must, within twenty-four hours, or as soon as he is relieved from the guard, give, in writing, the prisoner's name and crime, and the name of the person committing him, to the officer commanding. [*Art. War, Crimes and Punishments.*]

Q. May an officer commanding a guard release a prisoner committed to his charge without proper authority?

A. He is forbidden by the Articles of War to do so. [*Idem.*]

Q. If no charge is received against a prisoner by the officer on guard, what should he do?

A. Report the prisoner and the person confining him, stating that no crime had been received. [***]

Q. What is the "prisoners' room" and its use?

A. A room attached to a guard for the temporary detention of prisoners. [*H. G. Order, 16th August, 1860.*]

Q. What is the use of the guard room cells, and by whom are the keys to be kept?

A. They are used for the temporary custody of prisoners who are to be kept alone. The keys to be in charge of the commander of the guard. [*Idem.*]

Q. How should soldiers in a state of drunkenness be confined?

A. If possible, alone. [*Q. Reg., Interior Economy.*]

Q. How often should soldiers confined in a state of drunkenness be visited, and by whom?

A. They are to be visited at least every two hours by a non-commissioned officer of the guard. [*Idem.*]

Q. When prisoners confined for drunkenness are found to be suffering from disease, what steps should be taken?

A. A medical officer should be forthwith sent for. [*Idem.*]

Q. Under what circumstances must an officer in command of a guard furnish a patrol in aid of the civil power?

A. Patrols, both of cavalry and infantry, are to be furnished on the requisition of constables and other peace officers, on their representing that they have reason to believe that there are persons engaged in the commission of burglaries or other nightly depredations in the vicinity of the post.

[*Q. Reg., Duties in Garrison.*]

Q. What are the regulations regarding patrols detached from a piquet to assist the civil authorities, or for the purpose of apprehending disorderly soldiers?

A. They are never to be sent out with their side arms only, but are to be invariably fully armed; and when employed in the suppression of disturbances they are to be under the command of an officer. [*Idem.*]

Q. Are the regulations referred to in answer to last question applicable to the ordinary regimental piquets and patrols ?

A. They are not. [*Q. Reg., Duties in Garrison.*]

Q. Are officers permitted to leave their guards ?

A. Not except for the purpose of visiting their sentries. [*Idem.*]

Q. May officers on guard enter any house or place of public amusement ?

A. No ; they are strictly forbidden to do so. [*Idem.*]

Q. May non-commissioned officers and soldiers leave their guard ?

A. Not without leave, which is to be granted only upon particular occasions, and to very few at a time. [*Idem.*]

Q. What are the regulations regarding the dress of guards ?

A. Guards are at all times to mount in full marching order, every man with his field kit complete. The knapsacks may be taken off when the guard is turned in after mounting ; but they must be worn by it when it dismounts. The greatcoats may be worn in bad weather, according to the order of the garrison. [*]

Q. May officers or soldiers take off their clothing or accoutrements when on guard ?

A. No ; they are forbidden to do so. [*Q. Reg., Duties in Garrison.*]

Q. Who are responsible that no drinking, swearing, gambling, or other irregularity is allowed in the guard room ?

A. The officers and non-commissioned officers. [*Idem.*]

Q. Describe the duty of the officers of the port and other detached guards.

A. They are to send a report night and morning to the officer commanding the main guard, and at other times when anything extraordinary happens on or near their guards. Officers commanding guards at the ports are to draw up the bridges, or shut up the barriers, on the approach of any body of armed men, of which they are to give notice to the main guard, and are not to suffer any of them to come into the garrison without leave from the governor or commandant. [*Idem.*]

Q. Describe what is meant by the guard report.

A. It is a document made out in a prescribed form, in which are to be specified the duties performed, the hours at which the reliefs were inspected, and the hours at which the officer went his rounds during the day and night ; likewise the hours at which the guard was visited by officers or rounds of any description. It should also contain a roll of the guard, and a memorandum of the post to which each sentry was detailed, a list of prisoners, with their crimes, and an inventory of the public property, furniture, &c., in charge of the guard. [*Q. Reg., Duties in Garrison.* *]

Q. By whom should the guard report be signed ?

A. By the commander of the guard, who is responsible for its accuracy. [*

Q. By whom are the reports of guards on dismounting to be collected and carried to the governor or commandant?

A. By the field officer of the day, who will at the same time forward any observations he may have made in the course of his duty on the preceding day. [Q. *Reg., Duties in Garrison.*

Q. When there is no field officer of the day, by whom is the duty of collecting the reports to be performed?

A. By the captain of the day, or by the officer commanding the main guard. [Idem.

Q. To whom should immediate reports be made by commanders of guards in cases of sudden emergency?

A. To the field officer of the day. [Idem.

Q. On dismounting, where are all guards to be marched to?

A. They are to be marched with the utmost regularity to the parade, where they were formed, and from thence to their regimental parades. [Idem.

Q. What are the duties of subaltern officers of guards under officers of superior rank?

A. To carry out the orders of the officer commanding the guard, to bring to his notice any irregularity that may be observed on the part of the non-commissioned officers or men, and generally, by zeal and activity, to assist the superior officer in the performance of his duty. [*

SECTION II.

RIFLE EXERCISES—SQUAD AND COMPANY DRILL.

RIFLE EXERCISES.

As the object of these questions is not to supersede the drill-book, but simply to assist the young officer in his study of it and the other books sanctioned by regulation, it would be superfluous to bring in the whole of the explanations for the rifle exercises at this place.

The young officer must bear in mind, however, that the rifle exercises will form a very important part both of his practical and written examination, and that the Queen's Regulations not only require that he should be able to put a company through the exercises, but that he should possess a thorough knowledge of them himself.

(1.) *General Directions.*

Q. Should rifles be carried with the cock down on the nipple, or at half-cock?

A. When unloaded, with the cock down on the nipple; when loaded, at half-cock, except by men on sentry.

[*F. Ex., Pt. III., Gen. Directions.*]

Q. Describe how the recruit should be taught to carry the *long rifle* when he falls in.

A. In his left hand, which will grasp the inside of the butt with the first two joints of the fingers, the fore-finger half an inch from the heel, thumb in front of the heel, wrist slightly turned out, and fingers resting lightly against the thigh. The rifle against the hollow of left shoulder, fore part of butt nearly even with front of thigh.

[*F. Ex., Pt. III., S. 1.*]

Q. How should the *short rifle* be carried when shouldered?

A. In the right hand, at the full extent of the arm, close to the side; guard to front, with forefinger and thumb round it, remaining fingers under cock; the upper part of barrel in hollow of shoulder.

[*F. Ex., Pt. III., S. 2.*]

Q. In what case should arms never be trailed except in skirmishing order?

A. When loaded.

[*H. G. Order, 25th August, 1862.*]

(2.) *Review Manual Exercise with the Long and Short Rifle.*

Q. Before putting a battalion through the manual exercise, what must take place?

A. The command, "FOR MANUAL EXERCISE, REAR RANK, TAKE OPEN—ORDER," must be given, on which the captains will face to the right, the subaltern officers remaining in their places; on the word "MARCH," the rear and supernumerary ranks will step back as usual, and the captains will move to six paces in rear of the centre of their companies. [*F. Ex., Pt. VII., S. 1.*]

Q. How should the colours, pioneers, band, and drummers act when the battalion takes open order for manual exercise?

A. Remain in their places as at close order. [*Idem.*]

Q. Give the cautions and words of command for the review manual exercise with the long and short rifle.

A. FOR THE LONG RIFLE.	
Caution.	Words of Command.
I. MANUAL EXERCISE.	II. SECURE — ARMS.
	III. SHOULDER — ARMS.
	IV. ORDER — ARMS.
	V. FIX — BAYONETS.
	VI. SHOULDER — ARMS.
	VII. PRESENT — ARMS.
	VIII. SHOULDER — ARMS.
	IX. PORT — ARMS.
	X. CHARGE — BAYONETS.
	XI. SHOULDER — ARMS.
	XII. ADVANCE — ARMS.
	XIII. ORDER — ARMS.
	XIV. ADVANCE — ARMS.
	XV. SHOULDER — ARMS.
	XVI. SUPPORT — ARMS.
	XVII. SHOULDER — ARMS.
	XVIII. SLOPE — ARMS.
	XIX. SHOULDER — ARMS.
	REAR RANK, TAKE CLOSE —
	ORDER.
	MARCH.

FOR THE SHORT RIFLE.	
Caution.	Words of Command.
I. MANUAL EXERCISE.	II. SECURE — ARMS.
	III. SHOULDER — ARMS.
	IV. PRESENT — ARMS.

FOR THE SHORT RIFLE—*continued.*

Words of Command.

- V. SHOULDER — ARMS.
- VI. SUPPORT — ARMS.
- VII. SHOULDER — ARMS.
- VIII. ORDER — ARMS.
- IX. FIX — SWORDS.
- X. SHOULDER — ARMS.
- XI. PORT — ARMS.
- XII. CHARGE — SWORDS.
- XIII. SHOULDER — ARMS.
- XIV. SLOPE — ARMS.
- XV. SHOULDER — ARMS.
- XVI. ORDER — ARMS.
- XVII. UNFIX — SWORDS.
- SHOULDER — ARMS.
- REAR RANK, TAKE CLOSE —
- ORDER.

MARCH. [*F. Ex., Pt. III., S. 8.*]

Q. In what time should the motions of the manual exercise be performed?

A. The soldier should be taught to rest a pause of slow time between the motions, but the motions themselves should be performed smartly and quickly, except when bringing the rifle down to "the order," which must be done gently and with care. In fixing bayonets or swords longer time must be allowed.

[*F. Ex., Pt. III., S. 1, 2.*](3.) *Motions of the Long Rifle performed on the March.*

Q. How should every motion of the rifle on the march be performed?

A. As the left foot comes to the ground. [*F. Ex., Pt. III., S. 1.*]

Q. When soldiers in line with ordered arms receive the command, "*Slow, (quick or double)—march,*" what should they do with their rifles as they step off?

A. Bring them to the "trail." [*Idem.*]

Q. When soldiers in file are ordered to march, what should they do with their rifles as they step off?

A. They should "advance arms," returning to "the order" as they halt and front. [*Idem.*]

Q. When soldiers marching in line or in fours with trailed arms are ordered to turn into file, or to form two deep, what should they do with their rifles?

A. Come to "the advance" as they turn or form, and trail again on turning into line or forming four deep. [*F. Ex., Pt. III., S. 1.*]

Q. When men with "ordered arms" are directed to form fours, to close, step back, or take any named paces to the front, what should they do with their rifles?

A. They should merely grasp the rifle with the right hand, and raise it from the ground, keeping the barrel close to the shoulder. This position is called the "short trail." [*Idem.*]

Q. When soldiers with shouldered arms receive the command, "*Quick (or double) — march,*" what should they do with their rifles?

A. They should slope arms (except in the side step and in stepping back) as they step off. [*Idem.*]

Q. When soldiers with shouldered arms receive the command, "*Slow — march,*" what should they do with their rifles?

A. Remain at "the shoulder." [*Idem.*]

Q. When soldiers marching in slow time with shouldered arms are ordered to break into quick time, what should they do with their rifles?

A. Slope as they take the first pace in quick time. [*Idem.*]

Q. When soldiers marching in quick time with sloped arms are ordered to take up the slow time, what should they do with their rifles?

A. Remain at the slope. [*Idem.*]

Q. State how a battalion in line charges.

A. At the words, "*PREPARE TO CHARGE,*" the front rank bring the rifle to the "trail," the rear rank remaining at the "slope;" at the word "*CHARGE,*" the front rank bring the rifle to the position of charge bayonets, the rear rank remaining at the slope, and both increase the pace to double march. [*Idem.*]

Q. When a battalion charging in line receives the word "*HALT,*" how should the men act?

A. Both ranks halt and come to the shoulder. [*Idem.*]

Q. When soldiers marching with sloped arms receive the command "*HALT,*" what should they do with their rifles?

A. Come to the shoulder as they halt. [*Idem.*]

Q. When a soldier is ordered to turn about at the slope, what should he do with his rifle?

A. Come to the shoulder on the first pace of the turn, and having completed his turn in three paces, slope again on the fourth, the pace on which he steps off in the new direction. [*Idem.*]

Q. When a soldier is ordered to turn about when marching with trailed arms, what should he do with his rifle?

A. He should bring it to a perpendicular position by a turn of the wrist on the first pace of the turn, and trail again on the fourth. [*Idem.*]

(4.) *Motions of the Short Rifle performed on the March.*

Q. On what foot are all motions with the short rifle on the march to be performed?

A. On the left foot. [F. Ex., Pt. III., S. 2.]

Q. When soldiers with the short rifle, with shouldered arms and unfixed swords, receive the command, "*Quick (or double)—march,*" what should they do with the rifle as they step off?

A. Trail, except in the side step, in stepping back, and when in files, in either of which cases they will remain at the shoulder. [Idem.]

Q. When soldiers with the short rifle, marching in line or to a flank in fours with trailed arms, turn into file, or form two deep, what should they do with their arms as they turn or form?

A. Bring them to the shoulder. [Idem.]

Q. When soldiers with the short rifle turn from file into line, or form fours, what should they do with their rifles?

A. Trail. [Idem.]

Q. When soldiers with the short rifle halt and front from file, what should they do with their arms?

A. Bring them to the order. [Idem.]

Q. When soldiers with the short rifle, with shouldered arms and fixed swords, receive the words, "*Quick (or double)—march,*" what should they do with their arms?

A. When the word is "*Quick—march,*" they will remain at the shoulder; if "*Double—march,*" they will slope. [Idem.]

Q. When soldiers with the short rifle, with ordered arms and unfixed swords, receive the command, "*Slow (quick or double)—march,*" what should they do with their arms as they step off?

A. They will trail, unless they are in files, in which case they will shoulder. If loaded they will slope. [Idem.]

Q. When soldiers with the short rifle, with ordered arms and fixed swords, receive the command, "*Quick—march,*" what should they do with their arms?

A. Shoulder. [Idem.]

(5.) *Presenting Arms.*

Q. Before troops formed at close order in line are required to salute by presenting arms, what must be done?

A. Ranks must be opened. [F. Ex., Pt. III., S. 3.]

Q. When troops are formed in quarter distance column, may they salute by presenting arms in close order?

A. Yes. [Idem.]

(6.) *Rifle Exercises for Serjeants.*

Q. When serjeants move with their companies, or with the battalion, should they remain with unfixed swords?

A. Yes; excepting while they are escorting the colours, or in square. [*F. Ex., Pt. III., S. 7.*]

Q. What motions should all serjeants in the ranks perform with the men?

A. They should stand at ease, or come to attention, and shoulder, slope, trail, or order arms with them. [*Idem.*]

Q. How should serjeants carry their rifles when the men perform the manual and platoon exercise?

A. They should remain steady at the shoulder. [*Idem.*]

Q. When a serjeant marking a point is extending an arm, how should he hold his rifle?

A. With the other hand by the small of the butt, resting the toe against his chest. [*Idem.*]

Q. How should serjeants marking points on which men are to dress when forming line, carry their arms?

A. At the "recover." [*Idem.*]

(7.) *The Platoon Exercise for the Long and Short Rifle.*

Q. Give the cautions and words of command for the review platoon exercise.

Caution.	Words of Command.
A. PLATOON EXERCISE IN SLOW TIME.	PREPARE TO LOAD. LOAD. ROD. HOME. RETURN. CAP.
FIRE A VOLLEY AT 300 YARDS.	READY. PRESENT. <i>Then wait for the men to fire, and come to the position of "prepare to load," after which continue.</i>
IN QUICK TIME. FIRE A VOLLEY AND SHOULDER AT 300 YARDS.	LOAD. READY. PRESENT. SHOULDER—ARMS. ORDER—ARMS. STAND AT—EASE. <i>After which the men will replace their stoppers.</i> [<i>F. Ex., Pt. III., S. 8.</i>]

Q. Should the captains remain during the platoon exercise in rear of their companies as posted in the manual exercise?

A. Yes. [F. Ex. Pt. VII. S. 1.]

Q. When should the captains resume their posts in line?

A. At the close of the exercise. [Idem.]

Q. When the word "Ready" is given in the platoon exercise, what should always be named at the same time?

A. Some distance should always be named.

[F. Ex. Pt. III., S. 4.]

Q. When the distance is not named, how should the soldier adjust his sight on the word "Ready?"

A. He should judge for himself the distance he is from the object he is going to aim at, and adjust his sight accordingly. [Idem.]

Q. What should be carefully attended to by the instructor with regard to aim when the recruit brings his rifle to the "present?"

A. That he takes a deliberate aim at some positive object. [Idem.]

Q. In delivering the fire, how is the trigger to be moved?

A. By pressure alone, without any motion of the hand, eye, or elbow. [F. Ex., Pt. III., S. 4.]

Q. In the platoon exercise in quick time, how should each motion be performed?

A. Distinctly and correctly, but as rapidly as possible. [Idem.]

(8.) *Firing.*

Q. In corps armed with the long rifle, how should the rear rank act on the caution before loading?

A. Take a pace of nine inches to the front.

[F. Ex., Pt. III., S. 6.]

Q. Before firing, if not already closed, should the rear rank take a pace of nine inches to the front?

A. It should, unless the front rank is to kneel. [Idem.]

Q. On the caution to fire, front rank kneeling, how should the rear rank act if it has closed up to load?

A. It should step back a pace of nine inches. [Idem.]

Q. Give the different cautions for loading on which the rear rank will close up.

A. 1st. "Platoon exercise by numbers." 2d. "Platoon exercise in slow (or quick) time." 3d. "With cartridge," or, "As with cartridge," or, "With blank cartridge." [Idem.]

Q. Give the different cautions for firing on which the rear rank will close up, if not already closed.

A. 1st. "Battalion (right or left wing, or company, &c.), Fire a volley." 2d. "File firing from the right (or left, or from both flanks)"

of companies," &c. 3d. In battalion square, "*Prepare for cavalry.*" [F. Ex., Pt. III., S. 6.]

Q. When soldiers are to fire, front rank kneeling, should the words "*Front rank kneeling*" follow or precede the usual cautions?

A. They should precede them, in order that the rear rank may know how to act. [Idem.]

Q. After loading, if not required to fire, how should the rear rank men act as they shoulder, order, or advance arms?

A. They should take a pace of nine inches to the rear. [Idem.]

Q. After firing a volley, front rank kneeling, in what position should the front rank load?

A. Standing. [Idem.]

Q. In file firing, front rank kneeling, in what position should the front rank load?

A. Kneeling. [Idem.]

Q. After firing a volley, both ranks kneeling, in what position should the men load?

A. Standing, unless cautioned to load kneeling. [Idem.]

Q. Should the rear rank of troops armed with the short rifle close up to load or fire?

A. Not as a general rule, as they invariably fire front rank kneeling, the only exceptions being when both ranks fire kneeling and in square. [F. Ex., Pt. III., S. 6.]

Q. Should troops firing in close files at distances of 300 yards and under make use of the flap of the back-sight?

A. No; aim is to be taken through the flanges. [Idem.]

(9.) *File Firing.*

Q. In file firing, how should the men act on the word "*Commence,*" or the bugle sound.

A. The flank file or files will at once make ready and come to the "*present,*" the front rank man delivering his fire first, to be immediately followed by that of the rear rank man; both men will then return to the capping position, and from thence go on with their loading in quick time, performing their motions together and without loss of time. When the flank file is bringing the rifle to the "*present,*" the next file is to make ready, coming to the "*present*" when the flank file is in the act of returning to the capping position; the next file to proceed in like manner, and so on in succession for the first round, after which each file, as soon as loaded, will fire independently. [F. Ex., Pt. III., S. 9.]

Q. On the words, "*Cease firing,*" being given to a company firing by files, how should the men act?

A. Each file, as it completes its loading, will shoulder arms if armed with the long rifle, or order if with the short rifle.

[*F. Ex., Pt. III., S. 9.*]

Q. How should men act who have made ready before the command, "*Cease firing*," is given?

A. They should half-cock their rifles before they shoulder or order arms.

[*Idem.*]

Q. In file firing, what should each man do before full cocking his rifle?

A. Adjust his sight for the distance he estimates the object at which he intends to fire to be from him.

[*Idem.*]

Q. In file and volley firing, what should be impressed upon the men of the front rank as a precaution to avoid deranging the aim of the rear rank?

A. That they must remain perfectly steady after delivering their fire.

[*Idem.*]

Q. In all firing, where should officers commanding companies place themselves on the caution, and when should they return to their posts?

A. They should fall to the rear of the centre of their companies, returning to their posts as the men shoulder, order, or advance arms after having ceased to fire.

[*Idem.*]

(10.) *Preparing for Cavalry.*

Q. On the words, "*Prepare for cavalry*," being given to a square four deep, what takes place?

A. The second and fourth ranks take a pace of nine inches to the front.

[*F. Ex., Pt. III., S. 9.*]

Q. Describe how a square four deep comes to the "*ready*" to resist cavalry.

A. On the word "*Ready*," the first and second ranks sink at once upon the right knee, as a front and rear rank, kneeling at the capping position, at the same time placing the butts of their rifles (which must not be cocked) on the ground against the inside of their right knees, locks turned uppermost, the muzzle slanting upwards, so that the point of the bayonet may be about the height of a horse's nose; the left hand to have a firm grasp of the rifle immediately above the lower band, the right hand holding the small of the butt, the left arm resting upon the thigh about six inches in rear of the left knee. The third and fourth ranks come to the "*ready*," muzzles of rifles to be inclined upwards, but the men must not cock.

[*Idem.*]

Q. How is file firing practised in square?

A. On the word "*Commence*," the standing ranks of such faces

as may be ordered will commence file firing in the usual manner, the men of each file cocking their rifles as the file next to them comes to the "present." [F. Ex., Pt. III., S. 9.]

Q. When the kneeling ranks of a square are required to fire, what caution should be given?

A. "*Kneeling ranks* (or *kneeling ranks of the — face*)—*fire a volley.*" [Idem.]

Q. When the words, "*At — yards—ready,*" are given to the kneeling ranks of a square, how do the men act?

A. Come to the capping position, at the same time bring the weight of the body on the right heel, then full cock the rifle, and fix the eye on an object in front. [Idem.]

Q. After the kneeling ranks of a square have delivered their fire, how do they act?

A. Rest a pause of slow time, then raise the body off the heel, and bring the rifle down to resist cavalry. [Idem.]

Q. How do the kneeling ranks of a square act on the word "*Load!*"

A. Spring to the standing position at the right half-face, and bring the rifle to a horizontal position at the right side, seizing it at the same instant with the right hand close in front of the left, and from thence come to the position of prepare to load standing, and go on with the loading in quick time. [Idem.]

Q. In squares of two deep, how many ranks should kneel to resist cavalry?

A. One only. [Idem.]

(11.) *Manner of Inspecting a Company on Parade.*

Q. Describe the manner of inspecting a company on parade, the company being at close order, with unfixed bayonets and arms shouldered.

A. The following words of command will be given.

"*Order—arms;*" "*Fix—bayonets;*" "*Shoulder—arms;*" "*Rear rank, Take open—order;*" "*March;*" "*Port—arms;*" "*Half-cock—arms.*"

The inspecting officer will now pass down the ranks to ascertain that the locks and sights are serviceable and perfectly clean, and that the nipples are free from rust.

"*Ease—springs;*" "*Shoulder—arms;*" "*Order—arms;*" "*Examine—arms;*" "*Rod;*" "*Home.*"

The officer will now proceed to ascertain if the insides of the barrels are clean or otherwise.

The word "*Return*" being given, the men will resume the position of "order arms," and an inspection of the appointments, clothing, &c., will be made.

The commands will then be given, "*Unfix — bayonets,*" "*Rear rank, Take close — order;*" "*March;*" "*Stand at — ease.*"

[*F. Ex., Pt. III., S. 10.*]

(12.) *Bayonet Exercise.*

Q. What is of most importance as regards *position* in the bayonet exercise?

A. That the limbs should not be allowed to be rigid, as any stiffness will prevent the promptness of action requisite to give effect to the bayonet. [*F. Ex., Pt. III., S. 11.*]

Q. How should the men be taught to perform the motions in the review bayonet exercise?

A. In quick but marked time.

[*Idem.*]

Q. Give the caution and words of command for the review bayonet exercise, the men being in line.

Caution.

Words of Command.

A.

PREPARE FOR BAYONET EXERCISE.

QUICK — MARCH.

REVIEW EXERCISE. . .

GUARD, POINT.

LOW — GUARD, POINT.

HIGH — GUARD, POINT.

HEAD — PARRY.

SHORTEN — ARMS, POINT.

GUARD.

RIGHT, POINT.

LEFT, POINT.

LOW — GUARD, POINT.

HIGH — GUARD, POINT.

RIGHT, POINT.

LOW — GUARD, POINT.

GUARD.

ABOUT.

The above will then be performed with the right shoulder and leg foremost, after which proceed.

SHOULDER — ARMS.

FORM — LINE.

QUICK — MARCH.

ORDER — ARMS.

STAND AT — EASE.

[*Idem.*]

Q. Describe how the captains, colour party, coverers, and supernumerary rank act on the command, "*Prepare for bayonet exercise.*"

A. They face to the right about, and on the words, "*Quick — march,*" move direct to the rear, the captains, colour party, and coverers, halting and fronting at eighteen paces, and the supernumerary rank at fourteen paces. The captains will then move to the rear of the centre of their companies.

[*F. Ex., Pt. III., S. 11.*]

Q. Describe how the review bayonet exercise in two ranks is performed.

A. The men standing, with intervals, prepared for bayonet exercise, will receive the command, "*Form — ranks, Quick — march,*" on which the left files of each rank will move up between the right files. The right or left files will then be faced about so that the movements may be performed by alternate men, to the front and rear at the same time.

[*Idem.*]

Q. Describe how men may be taught to perform the review bayonet exercise in quick time.

A. The words, "*Review exercise in quick time — guard,*" being given, the men will go regularly through the movements, executing them smartly, but resting a pause of slow time between each motion.

[*Idem.*]

RECRUIT OR SQUAD DRILL.

(1.) *Division of a Battalion into Drill Classes.*

Q. Into how many drill classes is a battalion to be divided?

A. Into three. [*F. Ex., Pt. I., Gen. Principles.*]

Q. Of what soldiers are these classes severally to consist?

A. The first, of soldiers who are perfect in drill; the second, of those who are awkward in any way; the third, of recruits, or men who have become deficient in drill from having been in hospital, in prison, or absent.

[*Idem.*]

Q. Are men of the second and third classes to be drilled with the battalion?

A. The men of the second class may, but they will have extra drill till perfect; the men of the third class may not till they are fit to join the second class.

[*Idem.*]

(2.) *Position of the Soldier.*

Q. Describe the position of a soldier without arms when standing at attention in a squad with intervals.

A. Shoulders and body square to the front—heels in line and closed—knees straight—toes turned out, so that the feet may form

an angle of sixty degrees—arms hanging straight down from the shoulders—elbows turned in and close to the sides—palm of hands full to front—thumb close to forefinger—hips rather drawn back—breast advanced, but without constraint—body straight and inclining forward, so that the weight of it may bear principally on the fore part of the feet—head erect—chin slightly drawn in, and eyes looking straight to front. [F. Ex., Pt. I., S. 1.]

(3.) *Standing at Ease.*

Q. Describe how a soldier acts on the words, "*Stand at—ease.*"

A. Raise the arms from the elbows, left hand in front of the centre of the body as high as the waist, palm upwards; the right hand as high as the right breast, palm to the left front; thumbs separated from fingers, and elbows close to sides. Strike the palm of the right hand on that of the left, drop the arms to their extent, keeping the hands together, and passing the right hand over the back of the left as they fall; at the same time draw back the right foot six inches, and bend slightly the left knee.

[F. Ex., Pt. I., S. 2.]

Q. On the words, "*Squad—attention,*" what is to be done?

A. On the word *attention* spring up to the first position of the soldier, letting the arms fall by the shortest way to the sides. [*Idem.*]

Q. If the words, "*Stand easy,*" follow the command to "*Stand at—ease,*" what are the men permitted to do?

A. To move their limbs, but without quitting their ground, so that upon the word "*Attention*" no one shall have lost his dressing.

[*Idem.*]

Q. Before men "*Standing easy*" can be called to "*Attention,*" what word must be given?

A. "*Eyes—front,*" upon which every soldier will resume the position of "*Stand at—ease.*" [*Idem.*]

(4.) *Dressing a Squad with Intervals.*

Q. When a squad with intervals is to be dressed, what words of command are given?

A. "*Eyes right,*" or "*Eyes left—dress.*" [F. Ex., Pt. I., S. 3.]

Q. What must be particularly attended to when instructing the soldier in dressing?

A. That he carries his body backward or forward with the feet, moving to his dressing with short, quick steps—that his shoulders are kept square, and position retained throughout. [*Idem.*]

Q. When dressing is completed, what command is given ?

A. "*Eyes—front.*" [F. Ex., Pt. I., S. 3.]

(5.) *Saluting.*

Q. How many distinct motions are there in the salute by numbers ?

A. Four. [F. Ex., Pt. I., S. 5.]

Q. How is the salute to be performed by a soldier judging his own time ?

A. On the words, "*Right hand—salute,*" he will go through the two first motions. On the word "*Attention,*" he will come to the position of attention by the motions three and four. [Idem.]

Q. Should soldiers standing still salute an officer ?

A. Yes. [Idem.]

Q. What mark of respect should be paid by soldiers sitting to an officer who approaches or passes them ?

A. They should stand to attention, facing him, and salute. [Idem.]

Q. How should soldiers salute an officer when they are walking ?

A. They will salute when passing him, commencing their salute six paces before they come up to him. [Idem.]

Q. Is an officer in plain clothes to be saluted ?

A. He is, if the soldier knows him to be an officer. [Idem.]

(6.) *Facings.*

Q. What general rules must be attended to in all facings ?

A. The left heel must never quit the ground; the body must rather incline forward, the knees being kept straight.

[F. Ex., Pt. I., S. 6.]

Q. Describe how a squad with intervals faces to the right.

A. On the words, "*To the right—face,*" place the hollow of the right foot smartly against the left heel. On the word "*Two,*" raise the toes and turn a quarter circle to the right on both heels. [Idem.]

Q. Describe how a squad with intervals faces to the left.

A. On the words, "*To the left—face,*" place the right heel against the hollow of the left foot. On the word "*Two,*" raise the toes and turn a quarter circle to the left on both heels. [Idem.]

Q. How is the "*Right about—face*" to be executed ?

A. On the words, "*Right about—face,*" place the ball of the right toe against the left heel. On the word "*Two,*" raise the toes and turn to the right about on both heels. On the word "*Three,*" bring the right foot smartly back in line with the left. [Idem.]

Q. How is the "*Left about—face*" to be executed ?

A. On the words, "*Left about—face,*" place the right heel against the ball of the left toe. On the word "*Two,*" raise the toes and

turn to the left about on both heels. On the word "*Three*," bring up the right foot smartly in line with the left. [*F. Ex., Pt. I., S. 6.*]

Q. How is the "*Right (or left) half-face*" to be executed?

A. On the words, "*Right (or left) half-face*," draw back (or advance) the right foot one inch. On the word "*Two*," raise the toes and turn an eighth of a circle to the right (or left) on both heels. [*Idem.*]

Q. When it is necessary to perform the diagonal march to the rear, what words of command are to be given to face?

A. "*Right (or left) about three-quarters—face*." [*Idem.*]

Q. How are these facings to be executed?

A. The ball of the right foot (not the ball of the toe) is to be brought to the left heel, or the right heel to the ball of the left foot, and the soldier will make a three-quarter's face in the given direction in the same manner as he faces about. [*Idem.*]

Q. When it is intended to resume the original front after any of the foregoing facings, what word of command may be given?

A. "*Front*." [*Idem.*]

Q. How will the soldier always "*Front*," whether he has previously faced to the right or left about?

A. Always by the right about. [*Idem.*]

Q. How will the soldier "*Front*" if he has previously faced to the right or left about three-quarters?

A. If to the right about three-quarters, he will front by the left about three-quarters, and *vice versa*. [*Idem.*]

Q. What is to be particularly attended to in the first motion of all the facings?

A. The foot is to be carried back, or brought forward, without a jerk. The movement being from the hip, the body is to be kept perfectly steady until it commences to turn. [*Idem.*]

(7.) *Length of Step in Marching.*

Q. What is the length of pace in different kinds of marching?

A. Slow time, 30 in.; quick time, 30 in.; stepping out, 33 in.; stepping short, 10 in.; double time, 36 in.; side step, 10 in.; stepping back, 30 in. [*F. Ex., Pt. I., S. 7.*]

Q. When a soldier takes a side pace to clear or cover another, as in forming four deep, what should be its length?

A. Twenty-one inches. [*Idem.*]

(8.) *Cadence.*

Q. How many steps are taken, and how many yards are marched in a minute, in slow, quick, and double time?

- A. In slow time, 75 steps, { 62 yards, 18 inches, } are taken
 In quick time, 110 " { 91 " 24 " } in a
 In double time, 150 " { 150 " — } minute.
 [F. Ex., Pt. I., S. 8.]

(9.) *Position in Marching.*

Q. Describe the position of the soldier in marching.

A. His body must be maintained in the position prescribed for standing at attention. He must be well balanced on his limbs. His arms and hands must be kept steady by his sides. The hand must not cling to the thigh, or partake of the movement of the leg. The body must be erect and square to the front. The movement of the leg should spring from the haunch, and be free and natural. [F. Ex., Pt. I., S. 10.]

Q. May the knees be bent in marching?

A. Not except while the leg is being carried from the rear to the front, when the knee must necessarily be a little bent. [Idem.]

Q. Describe how each step should be taken in marching.

A. The foot should be carried straight to the front, and, without being drawn back, placed softly on the ground, so as not to jerk or shake the body, the toes turned out at an angle of 30 degrees. [Idem.]

(10.) *Slow Step.*

Q. What objects are of most importance in the slow step?

A. Cadence, length of pace, and direction. [F. Ex., Pt. I., S. 12.]

Q. What command is given for the slow march?

A. "Slow—march." [Idem.]

(11.) *The Halt.*

Q. What is done on the word "Halt?"

A. The moving foot will complete its pace and the rear foot will be brought up in line with it. [F. Ex., Pt. I., S. 13.]

Q. Do the men dress on the word "Halt?"

A. No; the men will stand steady unless ordered to "Dress." [Idem.]

(12.) *Stepping Out and Stepping Short.*

Q. Describe how the soldier is to be taught to "Step—out."

A. He must lengthen his pace by leaning forward a little, but without altering the cadence. [F. Ex., Pt. I., S. 14, 15.]

Q. What command is given to resume the usual pace?

A. "Slow" or "Quick." [Idem.]

Q. Describe how the soldier is to be taught to "Step—short."

A. The foot advancing will finish its pace, and afterwards each soldier will take paces of ten inches. [*F. Ex., Pt. I., S. 15.*]

Q. What command is given to resume the usual pace?

A. "*Forward.*" [*Idem.*]

(13.) *Marking Time in the Slow Cadence.*

Q. How does the soldier "*Mark—time*" in the slow cadence?

A. The foot advancing will complete its pace, after which the cadence will be continued, without gaining ground, by alternately throwing out each foot and bringing it back square with the other. [*F. Ex., Pt. I., S. 16.*]

Q. What command is given to resume the usual pace?

A. "*Forward.*" [*Idem.*]

Q. What command is given to mark time in slow cadence from the halt?

A. "*Mark time—slow.*" [*Idem.*]

(14.) *Stepping Back in Slow Time.*

Q. What is the command for stepping back?

A. "*Step back, Slow—march.*" [*F. Ex., Pt. I., S. 17.*]

Q. What should be attended to in stepping back?

A. To move straight to the rear, preserving the shoulders square to the front, and bodies erect. [*Idem.*]

Q. Describe how a squad stepping back halts.

A. The foot in front is brought back square with the other. [*Idem.*]

(15.) *Changing Feet.*

Q. How are soldiers taught to "*Change—feet*" in marching?

A. The advancing foot will complete its pace, and the ball of the rear foot will be brought up quickly to the heel of the advanced one, which will instantly make another step forwards, so that the cadence will not be lost—in fact, two successive steps will be taken with the same foot. [*F. Ex., Pt. I., S. 18.*]

(16.) *The Quick Step.*

Q. Are the directions for the slow step applicable to the quick step?

A. They are; the only difference is in the cadence.

[*F. Ex., Pt. I., S. 19.*]

Q. How should the soldier mark time at the quick cadence?

A. The feet will not be thrown out and brought back as in slow

time, but will simply be raised alternately about three inches from the ground. [F. Ex., Pt. I., S. 19.]

Q. What command is given to mark time at the quick cadence from the halt?

A. "*Mark time—quick.*" [Idem.]

(17.) *The Double March.*

Q. Do the directions for the slow and quick march apply to the double march?

A. They do in a great degree. [F. Ex., Pt. I., S. 20.]

Q. Describe how men execute the double march.

A. On the words, "*Double—march,*" the men will step off together with the left feet, keeping the heads erect and the shoulders square to the front; the knees a little bent, the body being more advanced than in the other marches; the hands will be raised as high as the waist, carrying back the elbows and clenching the fists, the flat part of the arm close to the side. [Idem.]

Q. What should the instructor be careful to habituate the soldier to in the double march?

A. To the full pace of thirty-six inches. [Idem.]

Q. What command is given to mark time in the double cadence from the halt, and how is it performed?

A. "*Mark time—double.*" It will be executed in the same manner as in the quick cadence, except that the feet must be raised higher. [Idem.]

(18.) *The Side or Closing Step.*

Q. Describe how soldiers close by the side step, judging their own time.

A. The commands, "*Right close, Quick—march,*" being given, each will carry his right foot ten inches direct to the right, and instantly close his left foot to it, and proceed to take the next step in the same manner. [F. Ex., Pt. I., S. 21.]

Q. May the knees be bent in closing?

A. Not except on rough or broken ground. [Idem.]

Q. What command is given to close given paces to a flank?

A. "*—Paces right (or left) close, Quick—march.*" [Idem.]

Q. When soldiers have closed a given number of paces to a flank, is the word "*Halt*" to be given?

A. No; the men are to halt without word of command. [Idem.]

Q. What is of great importance in the side step?

A. The time. Each pace should be completed in the same time that a pace is taken in the quick march. [Idem.]

(19.) *Turning when on the March.*

Q. Describe how men "*Turn*" when on the march.

A. On the command, "*Squad, To the right (or left)—turn,*" each soldier will turn at right angles and move on, without checking his pace, in the named direction. [*F. Ex., Pt. I., S. 22.*]

Q. When it is desired to resume the direction in which the squad was marching before turning, what command is given?

A. "*Squad, Front—turn,*" on which each soldier will turn again to the front, and move on without checking the pace. [*Idem.*]

Q. What is the rule as to the foot on which a soldier turns?

A. He turns to the right on the left foot, and *vice versa*. [*Idem.*]

Q. What rule must be observed in giving the commands, "*To the right (or left)—turn, Front—turn?*"

A. The word "*Turn*" must always be given as the foot is coming to the ground, on which the soldier is to turn. [*Idem.*]

Q. How do soldiers make a half-turn to right or left?

A. On the words, "*Right (or left) half—turn,*" they make a half-turn in the named direction, and move on without checking the pace. [*Idem.*]

Q. How are soldiers taught to turn about on the march?

A. On the words, "*To the right (or left) about—turn,*" they turn about in three short paces, without losing the cadence, and move off in the opposite direction, the fourth being a full pace. [*Idem.*]

(20.) *Formation of Squad in Single Rank.*

Q. Describe how a squad is formed in single rank.

A. The right or left-hand man being first placed, the remainder will fall in in line one after the other, touching lightly towards him. Each should feel his right or left-hand man (towards the pivot flank) at the thick part of the arm below the elbow. The body must be preserved in the position prescribed for a squad with intervals; but the palms of the hands will be flat to the thighs, the elbow close to the side, the thumb as far back as the seam of the trousers, and close to the forefinger. [*F. Ex., Pt. I., S. 24.*]

Q. In a squad in single rank, what constitutes the guide in marching?

A. The touch. [*Idem.*]

Q. Which flank of a squad is called the pivot, and which the reverse flank?

A. The flank towards which men are ordered to touch is called the pivot flank; the opposite is called the reverse flank.

[*F. Ex., Pt. I., S. 23.*]

(21.) *Dressing when Halted.*

Q. How is dressing to be performed in single rank?

A. Each soldier will cast his eye towards the flank to which he is ordered to dress, with a slight turn of the head. He must carry his body backward or forward, with the feet moving to his dressing, with short, quick steps. Bending backward or forward must be avoided. His shoulders must be kept square, and position retained throughout. [F. Ex., Pt. I., S. 25.]

Q. Whether are the faces of the men, or their breasts or feet, to be considered the line of dressing?

A. The faces.

[Idem.]

Q. How may a soldier know when he is correctly dressed?

A. Each man is to be able just to distinguish the lower part of the face of the second man beyond him.

[Idem.]

Q. What command is given when dressing is completed?

A. "Eyes—front."

[Idem.]

Q. How do men act on the words, "Eyes—front?"

A. They turn their heads and eyes to the front.

[Idem.]

Q. When soldiers are on the alignment they have to occupy, and dressing is simply to be corrected, what words are given?

A. "Eyes right (or left)—dress."

[Idem.]

Q. When the word "*Halt*" precedes the command to dress, what word only will be given?

A. "Dress."

[Idem.]

Q. When soldiers correct their dressing, should they do so successively?

A. They should.

[Idem.]

(22.) *Marching to the Front and Rear.*

Q. In marching to front or rear in single rank, by what means must dressing be preserved?

A. By the touch alone.

[F. Ex., Pt. I., S. 26.]

Q. Before a squad is ordered to march, how should the pivot flank be indicated?

A. By the words, "By the right (or by the left)."

[Idem.]

Q. How should a soldier recover his place in the rank when he loses his touch, or finds himself behind or before the other men?

A. Very gradually.

[Idem.]

(23.) *Wheeling of a Single Rank from the Halt.*

Q. State how the wheel of a single rank forwards is performed.

A. At the words, "Right (or left)—wheel," the right (or left)

hand man will face to the right (or left), and will raise the arm which is not holding the rifle, at right angles to the body from the elbow. On the word "*March*," the squad will step off, turning their eyes to the outward flank, except the outer man, who will look inwards, and step the usual pace, the other men regulating their length of pace according to their distance from the pivot round which they wheel and to which the touch is to be kept. Crowding must be avoided. [F. Ex., Pt. I., S. 27.]

Q. How is the wheel of a single rank backward performed?

A. At the words, "*On the right (or left) backwards — wheel*," the right or left-hand man will face to his left (or right). At the word "*March*," the whole will step back, turning their eyes to the wheeling flank, except the outer man, who will look inwards, and step a full pace; every other man will shorten his pace in proportion to his distance from the pivot, to which he should keep a light touch. [Idem.]

Q. What number of files may wheel backwards?

A. Not more than twelve. [Idem.]

Q. Should wheeling on a halted pivot, and wheeling backwards, be practised both in slow and quick time?

A. Yes. [Idem.]

(24.) *Changing Direction by the Wheel of a Single Rank on a Moveable Pivot.*

Q. When a squad marching to the front is required to change direction, what command should it receive, and how is the movement executed?

A. "*Right (or left) — wheel*." The men wheel as if from the halt, the pivot man bringing his shoulders round with the squad, at the same time circling round the wheeling point with short paces, [F. Ex., Pt. I., S. 28.]

Q. When should the word "*Forward*" be given?

A. When the men are commencing the pace which will bring the front of the squad perpendicular to the direction in which it is to move. [Idem.]

Q. What takes place on the word "*Forward*?"

A. The whole turn their eyes to the front, and step off at the full pace. [Idem.]

Q. Should wheels on a moveable pivot be practised in quick and double time?

A. Yes. [Idem.]

(25.) *The Diagonal March.*

Q. What command is to be given for the diagonal march?

A. If from the halt, "*Right (or left) half-face, Slow (or quick)—march;*" if marching, "*Right (or left) half—turn.*"

[*F. Ex., Pt. I., S. 29.*]

Q. State how men move in the diagonal march.

A. They move correctly in the diagonal direction, and no longer keep the touch, but march in echelon with each other. Each should give a glance of the eye towards the leading flank, and keep his right shoulder, if moving to the right, always behind the left shoulder of his neighbour on that side, taking care that his neighbour's head hides from him the heads of the remainder of the rank.

[*Idem.*]

Q. Which is the directing flank during the diagonal march?

A. The leading flank for the time being.

[*Idem.*]

Q. On whom does the accuracy of the diagonal march depend?

A. On the front rank man of the directing flank.

[*Idem.*]

Q. To resume the original direction, what words are given?

A. "*Front—turn.*"

[*Idem.*]

(26.) *Marching as in File.*

Q. What are the words of command for marching as in file?

A. If from the halt, "*To the right (or left) face, Slow (or quick)—march;*" if in motion, "*To the right (or left)—turn.*"

[*F. Ex., Pt. I., S. 30.*]

Q. State how marching as in file is performed.

A. If from the halt, the whole step off together, gaining at the first step thirty inches. Care must be taken to avoid increasing or diminishing distance between files, every man placing his foot on the ground in advance of the spot from which his preceding man has taken up his foot. The leader is to be directed to march on some object, and the men to cover each other exactly.

[*Idem.*]

Q. How may a soldier know when he is covering exactly?

A. When the head of the man before him conceals the heads of all others in his front.

[*Idem.*]

Q. What should men avoid when marching as in file?

A. Looking down or leaning backwards.

[*Idem.*]

Q. To resume the original front, what words are given?

A. "*Halt—front,*" or "*Front—turn.*"

[*Idem.*]

Q. May a squad practise marching as in file in double time?

A. No.

[*Idem.*]

(27.) *Wheeling as in File.*

Q. What command is given for wheeling as in file, and how is the movement executed?

A. "*Right (or left)—wheel*" The squad must change its direction by wheeling to the right or left. The leading man will move round a quarter of the circumference of a circle about the size of a cart wheel, the other men following on his footsteps in succession, without increasing or diminishing the distance or altering the cadence, but lengthening the pace a little with the outward foot.

[*F. Ex., Pt. I., S. 31.*]

(28.) *Men Marching as in File Forming Squad.*

Q. When a squad marching as in file is to form to the front, what command is given, and how is the movement executed?

A. "*Front, Form—squad.*" The leading man will mark time; the remainder, when right is in front, will turn to the left and wheel to the right.

[*F. Ex., Pt. I., S. 32.*]

Q. When is a squad marching as in file said to be right in front?

A. When the original right-hand man is leading. [*Idem.*]

Q. The squad having formed to the front, what word is to be given?

A. "*Forward,*" or "*Halt—dress.*" [*Idem.*]

Q. When a squad marching as in file is to form to the front in double time, what command is given, and how is the movement executed?

A. "*In double time, Front form—squad.*" The leading man will move on in quick time—the remainder, when right is in front, will make a half-turn to the left, double up, and take the quick time successively as they arrive in line with the leading man. [*Idem.*]

Q. State how a squad marching as in file right in front forms to the reverse flank.

A. The words, "*On the leading man, Right form—squad,*" being given, the leading man will turn to the right, take two paces to his front, and halt. The remainder will form on the left of the right-hand man in succession.

[*Idem.*]

Q. Describe how a squad marching as in file forms to the right about.

A. The command, "*On the leading man, Right about, Form—squad,*" being given, the leading man will wheel to the right about, and take two paces to the front. The remainder will march on as in file, wheeling to the right on the spot where the leading man has wheeled, and form to the right successively.

[*Idem.*]

(29.) *The Side or Closing Step.*

Q. Does a squad in single rank close by the side step on the principles laid down for a squad with intervals?

A. It does. Each man carries his foot as far as the foot of the man next him. [F. Ex., Pt. I., S. 33.]

Q. During the side step, to what flank should the touch be kept?

A. To the closing flank. [Idem.]

(30.) *Marching with Arms.*

Q. When marching in double time with arms, should the soldier raise the arm which is not carrying the rifle in the manner prescribed for a squad without arms?

A. Yes. [F. Ex., Pt. I., S. 35.]

Q. In marching with shouldered arms, what is necessary to insure that the rifle is kept in its proper position?

A. That the rifle does not partake of the motion of the leg. [Idem.]

Q. When marching with shouldered arms, in what position should the hand that carries the rifle be kept?

A. It should be slightly separated from the thigh. [Idem.]

Q. When arms are sloped, how is the touch to be preserved?

A. With the elbow. [Idem.]

(31.) *Formation of Squad in Two Ranks.*

Q. Describe the formation of a squad with arms in two ranks.

A. The men will fall in with shouldered arms with the long rifle, and ordered arms with the short rifle, taking their places in succession, commencing from the flank on which they are ordered to form. Each rear rank man will be placed one pace from his front rank man, and will cover him correctly, looking at the middle of his neck, the two men thus placed forming a file.

[F. Ex., Pt. I., S. 36.]

Q. How is distance between front and rear rank measured?

A. From heel to heel. [Idem.]

Q. When the squad consists of an uneven number of men, where should the odd man be placed?

A. Third from the left of the front rank. He is called "a blank file." [Idem.]

(32.) *Dressing.*

Q. Describe how dressing in two ranks is performed.

A. The front rank dress as a single rank; the rear rank continue looking to their front, and cover and correct their distances as the front rank take up their dressing. [F. Ex., Pt. I., S. 37.]

(33.) *Marching to the Front and Rear.*

Q. When a squad in two ranks marches to front or rear, how should the touch be preserved?

A. The front rank will touch lightly towards the pivot flank if marching to the front, the rear rank preserving accurately their distances and covering. If marching to the rear, the touch will be preserved by the proper rear rank. [F. Ex., Pt. I., S. 38.]

Q. When retiring in line, how should the blank file, if there is one, act?

A. After facing or turning about, he should step up and occupy the vacant space in the proper rear rank. [Idem.]

Q. After retiring in line, when should the blank file resume his place?

A. On the words, "*Halt—front*," or "*Front—turn*." [Idem.]

Q. When a squad in two ranks standing with ordered arms is required to step off without shouldering, how should the rear rank act?

A. They should make the first pace a short one, to give sufficient room for the rifles when trailed. [Idem.]

Q. When a squad in two ranks is ordered to trail on the march, how should the rear rank act?

A. Step short one pace. [Idem.]

Q. When a squad in two ranks marching with trailed arms halts, how should the rear rank act?

A. Regain its distance by making the last pace a long one. [Idem.]

Q. When ordered to advance or shoulder arms from the trail, how should a rear rank man act?

A. Lengthen his pace to regain his distance. [Idem.]

(34.) *Taking Open Order.*

Q. Describe how a rear rank takes open order from the halt.

A. On the words, "*Rear rank, Take open—order*," the flank men on the right and left of the rear rank step back two paces and face to the right. On the word "*March*," the flank men front and raise their right hands (or left hands if armed with the short rifle) from the elbow, at right angles to the body, and the rear rank step back two paces. [F. Ex., Pt. I., S. 39.]

Q. By which flank is the rear rank dressed at open order, and what are the words of command for dressing?

A. By the right, on the words, "*Rear rank—dress*." [Idem.]

Q. In dressing the rear rank, what must be avoided?

A. Moving the flank men.

[*F. Ex., Pt. I., S. 39.*

Q. The rear rank at open order being dressed, what takes place on the words, "*Eyes—front?*"

A. The men turn their eyes to the front, and the pivot men drop their hands. [*Idem.*

Q. Describe how the ranks of a squad are closed.

A. On the words, "*Rear rank, Take close order—march,*" the rear rank will step forward two paces. [*Idem.*

Q. Before directing a squad to take open order when marching, what orders must always be given?

A. To march by the right and shoulder arms. [*Idem.*

Q. In what time must a squad be marching when directed to take open order?

A. In slow time. [*Idem.*

Q. Describe how a squad takes open order on the march.

A. On the words, "*Rear rank, Take open—order,*" the rear rank will mark time one pace and then move on steadily. [*Idem.*

Q. Describe how a squad takes close order on the march.

A. On the words, "*Rear rank, Take close—order,*" the rear rank men will lengthen their pace until they regain their proper distance. [*Idem.*

(35.) *Wheeling.*

Q. How does a squad of two ranks wheel forward from the halt?

A. On the words, "*Right—wheel,*" the right-hand man of the front rank will face to the right and raise his arm, and his rear rank man will uncover by taking a short pace to his rear with his right foot, and a pace of twenty-one inches to his left with his left foot. On the words, "*Slow (or quick)—march,*" the front rank will wheel as a single rank, the rear rank man of the pivot file regaining his place, and the rest of the rear rank following their front rank men, and keeping their distances and covering, during the wheel.

[*F. Ex., Pt. I., S. 41.*

Q. Should a squad of two ranks be practised in wheeling backwards both in slow and quick time?

A. Yes. [*Idem.*

Q. In wheeling backwards, will the rear rank man of the pivot file uncover, or the pivot man raise his arm on the caution as in wheeling forwards?

A. No. [*Idem.*

(36.) *The Diagonal March.*

Q. State how a squad in two ranks practises the diagonal march.

A. On the principles laid down for a single rank, the rear rank men preserving their relative positions with the front rank.

[*F. Ex., Pt. I., S. 42.*]

(37.) *File Marching, Wheeling in Files, and Files Forming Squad.*

Q. What should the rear rank attend to in file marching?

A. To dress correctly by their respective front rank men.

[*F. Ex., Pt. I., S. 43.*]

Q. During a wheel in file, how should the outward rank step?

A. Rather longer, especially with the outward foot. [*Idem.*]

Q. May a squad in two ranks form to the front on the same principle as in one rank?

A. It may; the rear rank men will follow their front rank men; the front rank man only of the leading file will mark time; his rear rank man will turn with the rest, and move into his place during the wheel. [*Idem.*]

Q. Describe how a squad in two ranks marching in files forms to the reverse flank, or to the right or left about.

A. The rear rank will form as a single rank. The front rank men will move round their respective rear rank men and form successively in front of them. [*Idem.*]

(38.) *The Formation of Fours.*

Q. In numbering a squad, which are right files and which are left?

A. Odd numbers are right files and even numbers left files.

[*F. Ex., Pt. I., S. 44.*]

Q. Should numbering off leave an odd number on the left of a squad, what happens?

A. The left file but one, although an even number, will be a right file; and the left file of the squad, although an odd number, will be a left file, so that there will be two right files together. [*Idem.*]

Q. When numbering off leaves an odd number in the squad, which file is called "the odd file?"

A. The third from the left, whether complete or blank. [*Idem.*]

Q. Describe how four deep is formed at the halt.

A. On the words, "*Form fours,*" the rear rank step back one pace of twelve inches. On the word "*Deep,*" the left files take a pace of twenty-one inches to the rear with their left feet, and a pace of twenty-one inches to the right with their right feet. [*Idem.*]

Q. How is two deep re-formed from four deep?

A. On the words, "*Squad—front,*" the left files move up in line with the right files by taking a pace of twenty-one inches to

the left with their left feet, and a pace of twenty-one inches to the front with their right feet. The whole of the rear rank men then close up to their proper distances from the front rank by taking a pace of twelve inches to the front with their left feet.

[*F. Ex., Pt. I., S. 44.*]

Q. Describe how fours are formed to the rear.

A. On the words, "*Form fours,*" the rear rank step back one pace of twelve inches. On the word "*About,*" the whole squad face to the right about, and the left files double in the proper rear of the right files by taking a pace of twenty-one inches to the front with the right feet, and a pace of twenty-one inches to the left with their left feet.

[*Idem.*]

Q. State how fours are formed to the right.

A. On the words, "*Form fours,*" the rear rank step back one pace of twelve inches. On the word "*Right,*" the squad face to the right, and the left files form on the right of the right files by taking one pace of twenty-one inches to the right with the right feet, and one pace of twenty-one inches to the front with their left feet.

[*Idem.*]

Q. State how fours are formed to the left.

A. On the words, "*Form fours,*" the rear rank step back one pace of twelve inches. On the word "*Left,*" the squad face to the left, and the left files form on the left of the right files by taking one pace of twenty-one inches to the left with their left feet, and one pace of twenty-one inches to the rear with their right feet.

[*Idem.*]

Q. Describe how fours formed to the rear, the right, or the left, re-form two deep.

A. On the words, "*Squad—front,*" the squad faces to its front. The left files move up in line with the right files by taking a pace of twenty-one inches to the left with the left feet, and a pace of twenty-one inches to the front with the right feet. The whole of the rear rank men then close up to their distances by taking a pace of twelve inches to the front with their left feet.

[*Idem.*]

Q. How should a squad be taught to form fours to the right or left when marching to the front?

A. The left files will move precisely in the same manner as they do when forming from the halt, the right files marking time two paces to enable them to do so.

[*Idem.*]

Q. When a squad marching in fours to a flank receives the words, "*Front—turn,*" how will the men act?

A. They will turn to the front; the right files will mark time two paces, for the left files to resume their places and the rear rank its distance. The whole will then march steadily to the front.

[*Idem.*]

Q. May a squad form fours to right or left when retiring, in the same manner as when advancing?

A. It may.

[F. Ex., Pt. I., S. 44.]

Q. When a squad marching to a flank in fours receives the command, "*Form two—deep*," how will the men act?

A. The left files will fall back or step up to their places in file, and the rear rank will close on the front rank, the right files marking time two paces.

[Idem.]

Q. How does a squad marching in file re-form four deep?

A. At the words, "*Form four—deep*," the rear rank will incline from the front rank, and the left files will resume their places in fours, the right files marking time two paces.

[Idem.]

(39.) *Fours Wheeling and Forming Squad.*

Q. May a squad taking ground to a flank by fours wheel to right or left in the same manner as in files?

A. It may—each four wheeling successively round the same point.

[F. Ex., Pt. I., S. 45.]

Q. State how a squad taking ground to a flank by fours forms to the front.

A. The front rank man of the leading file marks time; the remainder turn, if right is in front, to the left; if left is in front, to the right; form two deep, and form to the front in the usual manner.

[Idem.]

Q. When a squad marching by fours to a flank is ordered to form to the reverse flank, or to the right or left about, how do the men act?

A. They form two deep, and form, as directed, in the usual manner.

[Idem.]

(40.) *A Squad Formed in Fours Closing on a Flank or on the Centre, and Re-forming Two Deep.*

Q. State how a squad formed in fours closes on the right, left, or centre, and re-forms two deep from the halt.

A. At the words, "*On the right (left or centre), Close, Quick—march*," the four men on the named flank, or in the centre, stand fast; the remainder close on them by the side step. At the words, "*From the right (left or centre), Re-form two deep, Quick—march*," the four men named stand fast, the remainder open out by the side step, and the left files move up to their places in line, in succession. The rear rank men step up to their distances at the same time.

[F. Ex., Pt. I., S. 46.]

Q. State how a squad formed in fours closes on the right or left, and re-forms two deep on the march.

A. At the words, "*On the right (or left)—close*," the files on the named flank continue to march straight to their front, with a short

pace; the remainder close on them by the diagonal march. At the words, "*From the right (or left), Re-form two—deep,*" the four men on the named flank continue to march to the front with a short pace, the remainder incline outwards by the diagonal march, and the left files move up into the intervals in succession, the rear rank men regaining their distances. In both cases the word "*Forward*" will be given when the movement is completed.

[*F. Ex., Pt. I., S. 46.*]

(41.) *Breaking off Files.*

Q. When it is desired to reduce the front of a squad by breaking off files, from which flank should they invariably be taken?

A. From the pivot flank.

[*F. Ex., Pt. I., S. 47.*]

Q. Describe the method of breaking off files (say three) when left is the pivot.

A. At the words, "*Three files on the left, To the right turn, Left—wheel.*" the named files turn to the right and wheel to the left, following the left flank of the squad.

[*Idem.*]

Q. A certain number of files being broken off (say from the left flank), may the front of a squad be further reduced?

A. It may, by breaking off additional files from the same flank. The files already in rear mark time, then incline to their right, and follow in rear of the files last broken off.

[*Idem.*]

Q. What is the rule as to the marching of files that are broken off?

A. They must lock up well, so as not to interfere with men in rear.

[*Idem.*]

Q. How may files that are broken off be ordered to the front?

A. On the words, "*Files to the front,*" all of the files in rear will make a half-turn towards the pivot flank, and double up into their places in line.

[*Idem.*]

Q. Should five files have been broken off from the left flank of a squad, and it is desired to bring a certain number only (say three) to the front, how is it effected?

A. On the words, "*Three files to the front,*" the named files double up into their places in line; the remaining files in rear incline to the left, with a lengthened pace, till they cover the two files on the pivot flank.

[*Idem.*]

(42.) *Dismissing a Squad.*

Q. Describe how a squad without arms is dismissed.

A. The words, "*To the right—face,*" are given, then, "*Break—off,*" on which the front rank take a side pace to the left and the rear rank a side pace to the right; at the same time the men strike their hands together in front of the thighs, and after a pause the squad breaks off.

[*F. Ex., Pt. I., S. 48.*]

Q. Describe how a squad with arms is dismissed.

A. Having been faced to the right, it receives the command, "*Lodge—arms*," on which the men port arms, at the same time taking a side pace outwards by ranks, and after a pause they break off.

[*F. Ex., Pt. I., S. 48.*]

COMPANY DRILL.

(1.) *General Principles.*

Q. How should a company be sized?

A. From flanks to centre, front and rear rank men to be as nearly as possible the same height. [*F. Ex., Pt. II., Gen. Principles.*]

Q. When a company is first sized, what method should be adopted?

A. Place the men in single rank according to height, tallest on the right, shortest on the left; then direct the right-hand man to take three paces to the front, the next to place himself three paces in front of the left-hand man of the rank as a left-hand man, the third tallest to place himself on the inner side of the right-hand man, the fourth on the inner side of the left-hand man, and so on alternately till they meet in the centre. After which number off, taking care that the right subdivision consists of an even number of men; caution the left-hand man, if he be a right file, to stand fast; then direct the left files of the right subdivision and the right files of the left subdivision, and also the right-hand man of the left subdivision, when a left file, to take one pace to the rear; lastly, cause the whole to close on the centre file, and dress by the right, the rear rank covering correctly, leaving the blank file, if there is one, the third from the left.

[*Idem.*]

Q. After a company has been once sized, should it be necessary to do it again?

A. No; the men should remember their relative heights, and be able to take their proper places.

[*Idem.*]

Q. Describe the formation and telling off of a company.

A. The company falls in, in two ranks, at close order, files lightly touching, and is told off from right to left. It is then divided into two subdivisions and four sections.

[*Idem.*]

Q. How are the companies of a battalion told off?

A. Right and left alternately, as are the files of a company. [*Idem.*]

Q. When a company cannot be divided into subdivisions of equal strength, which subdivision should be the stronger?

A. In a right company, the right subdivision; in a left company, the left subdivision.

[*Idem.*]

Q. When a subdivision is divided into sections of unequal strength, which of the two should be the stronger?

A. The outward section. [*F. Ex., Pt. II., Gen. Principles.*]

Q. Before a company formed singly is told off for drill, what caution should be given by the instructor?

A. "TELL OFF AS A RIGHT (OR LEFT) COMPANY." [*Idem.*]

Q. How should the subaltern officers and serjeants of a company be formed?

A. In a third or supernumerary rank. [*Idem.*]

Q. What is the principal duty of the supernumerary rank?

A. To keep the ranks closed up during attack, and to prevent a break beginning in the rear; also, to correct mistakes that occur during movements. [*Idem.*]

Q. In the absence of any of the officers of a company, by whom will their duty be performed?

A. By the next in rank, whether officer or serjeant. [*Idem.*]

Q. What space does each man of a company occupy in the ranks?

A. About twenty-one inches. [*Idem.*]

Q. What is the method of ascertaining the number of paces required for a given number of files?

A. Multiply the number of files by 21, and divide the product by 30; or multiply by 7 and divide by 10. [*Idem.*]

Q. When a company falls in alone, should it be formed as a company in line or a company in column?

A. As a company in line. [*Idem.*]

Q. In what is it desirable that companies should be exercised so as to facilitate formations against cavalry?

A. The ready wheel of sections. [*Idem.*]

Q. When men dispersed are required to form on coverers, how is it effected?

A. The word of command, or the bugle sound, "*Assemble*," will be given, when the men will run in and form company (as in column right in front) on the covering serjeant; they will order arms, and remain at attention. [*Idem.*]

Q. Which man of a company is called the pivot man?

A. The front rank man of the pivot file. [*F. Ex., Pt. I., S. 41.*]

Q. When a company, subdivision, or section wheels forward on a halted pivot, how should the pivot man act as soon as he has faced?

A. He will raise the arm which does not carry the rifle.

[*F. Ex., Pt. II., Gen. Principles.*]

Q. When a company, subdivision, or section wheels forward on a halted pivot, how should the rear rank man of the pivot file act?

A. He will uncover by taking a short pace to his rear, and a pace to his side, so as to cover the file next him. [*Idem.*]

Q. When a company, subdivision, or section wheels back,

whether faced about for the purpose or not, will the pivot man raise his arm or his rear rank man uncover?

A. No. [*F. Ex., Pt. II., Gen. Principles.*]

Q. When a captain is required to change his flank, whether his company be in column or line, or whether it be halted or on the march, how should he pass?

A. By the rear in double time; except before closing, in wheeling on a moveable pivot from line to column, or column to line, or in forming company to the front from files or fours, when he will cross by the front. [*Idem.*]

Q. When the captain of a company changes his flank, how will the coverer and the lieutenant act?

A. The coverer will change with the captain; the lieutenant will make a corresponding change, both in double time. [*Idem.*]

Q. When the leader of a company, subdivision, or section changes his flank on the march, what words of command should he give as he falls in in his new place?

A. "*By the right (or left)*." [*Idem.*]

Q. When the leader of a company, subdivision, or section changes his flank during a wheel, when should he give the words, "*By the right (or left)*?"

A. Immediately after the word "*Forward.*" [*Idem.*]

Q. What should commanders of companies call out previously to giving a word of command?

A. The number of the company, thus, "*No. 1—Halt.*" [*Idem.*]

Q. When should executive words be given to men in motion?

A. As the men are commencing the pace which will bring them to the spot on which the command has to be executed. [*Idem.*]

Q. What file is to be considered the centre of a company?

A. The left file of the right subdivision. [*Idem.*]

Q. How should serjeants act when marking points for their companies to dress upon, when deploying into or forming line?

A. They will stand with recovered arms, facing towards the point of appui; they will be placed in front of the alignment at arms' length from it, and when the men approach them they will hold out their inner arms at right angles to their bodies, with their fists clenched, on which the line will dress. A serjeant marking a point may drop his arm as soon as the man opposite to his fist has dressed up to it. [*Idem.*]

(2.) *Formation of a Company in Line.*

Q. Describe the formation of a company at close order in line.

A. The captain on the right of the front rank, covered by his covering serjeant, who will be on the right of the rear rank; the

supernumerary rank three paces from the rear rank; the lieutenant in rear of the second file from the left; the ensign in rear of the centre of the company; the third supernumerary in rear of the left subdivision; the fourth in rear of the right; the fifth in rear of the left, and so on. [F. Ex., Pt. II., S. 1.]

Q. When a company is formed singly, or manœuvring, where should the drummers and pioneers be placed?

A. In the supernumerary rank, the drummers in rear of the second section, the pioneers in rear of the third section. [*Idem.*]

Q. How should the serjeants and men be placed in the supernumerary rank with reference to each other?

A. They should divide the space in rear of their respective sections. [*Idem.*]

Q. Should the arrangement of the other supernumeraries be allowed to interfere with the position of the lieutenant and ensign?

A. No; they will always retain their own places. [*Idem.*]

Q. State how a company takes open order.

A. On the words, "REAR RANK, TAKE OPEN — ORDER," the officers recover their swords, the captain moves out and places himself one pace in front of the second file from the right; the lieutenant and ensign, passing round the left flank of the company, place themselves one pace from the front rank; the former in front of the second file from the left, and the latter in front of the centre of the company. The flank men of the rear rank step back two paces, and face to their right, and the covering serjeant takes one pace of twenty-one inches to his left, thus occupying the space vacated by the right-hand man of the rear rank. On the word "MARCH," the officers take two paces to the front, look to their right, and dress; the covering serjeant takes one pace to his right with his right foot, and one pace to his front with his left foot, thus filling up the place vacated by the captain; the rear and supernumerary ranks step back two paces; the flank men of the rear rank come to their front and raise their right arms. [*Idem.*]

Q. When a company formed singly takes open order, by whom should the rear and supernumerary ranks be dressed?

A. By the serjeant on the right of the supernumerary rank, who will give the words, "*Rear rank — dress,*" "*Supernumerary rank — dress.*" [*Idem.*]

Q. In taking open order, when should the flank men of the rear rank drop their right hands?

A. On the words, "*Eyes—front.*" [*Idem.*]

Q. When should the words, "*Eyes—front,*" be given to the rear and supernumerary ranks respectively?

A. As the dressing of each is completed. [*Idem.*]

Q. On what word will the officers port swords and look to the front?

A. "Steady."

[*F. Ex., Pt. II., S. 1.*]

Q. If a company is formed singly, who should dress the officers, and give the word "Steady?"

A. The captain.

[*Idem.*]

Q. State how a company resumes close order.

A. On the words, "REAR RANK, TAKE CLOSE—ORDER," the officers recover swords and face to the right. On the word "MARCH," the rear and supernumerary ranks take two paces to the front. The covering serjeant takes two paces to his rear, and one to his left, to make room for the officers to pass. The lieutenant and ensign move to their places in the supernumerary rank round the left flank. The captain then resumes his place on the right of the front rank, all the officers carrying their swords as they take post. Lastly, the covering serjeant moves up to his place on the right of the rear rank.

[*Idem.*]

(3.) *Formation of a Company in Column.*

Q. Describe the formation of a company in column.

A. The captain on the pivot flank of the front rank, the lieutenant one pace in rear of the second file from the reverse flank, and the covering serjeant one pace in rear of the second file from the pivot.

[*F. Ex., Pt. II., S. 2.*]

Q. How are the supernumeraries of a company in column placed?

A. The same as in line, but at one pace distance from the rear rank.

[*Idem.*]

Q. When is a column of companies said to be right in front?

A. When the company that stands on the right when in line is in front.

[*Idem.*]

Q. What is the rule as to the pivot flank of companies in column?

A. When right is in front, left is the pivot flank, and *vice versa*.

[*Idem.*]

(4.) *Marching to the Front and Rear.*

Q. In marching a company to front or rear, what caution should precede the words, "SLOW (QUICK OR DOUBLE)—MARCH?"

A. The instructor, having stated the supposed order of the battalion, will give the caution, "THE LINE (OR COLUMN) WILL ADVANCE (OR RETIRE)."

[*F. Ex., Pt. II., S. 3.*]

Q. What is the captain's duty on receiving the caution to advance?

A. He will select points to march upon.

[*Idem.*]

Q. When a company in column is faced about preparatory to retiring, how does the captain act?

A. After facing, he will step up in line with the proper rear rank, and select points to march on. [*F. Ex., Pt. II., S. 3.*]

Q. When a company in line is faced about preparatory to retiring, will the captain step up in line with the proper rear rank?

A. No. [*Idem.*]

(5.) *A Company Wheeling from the Halt from Column into Line.*

Q. Describe how a company in column right in front wheels to the left into line.

A. On the words, "LEFT, WHEEL INTO—LINE," the captain will place himself one pace in front of the second file from the left; the covering serjeant will run and mark the spot on which the right of the company will rest when the wheel is completed. He will stand with shouldered arms facing in the direction of the new front, and raise his left arm from the elbow, looking to his left, and aligning himself with the pivot man, who will face on the caution. On the words, "QUICK—MARCH," the company will commence its wheel, the captain turning towards his men, and moving back round the pivot man, to dress his company from the left; the lieutenant moving to his place in line. [*F. Ex., Pt. II., S. 4.*]

Q. When a company in column wheels into line, when does the supernumerary rank gain its distance?

A. During the wheel. [*Idem.*]

Q. When a company in column wheels into line, when should the captain give the words, "*Halt—dress?*"

A. When the wheeling flank is two paces in rear of the covering serjeant. [*Idem.*]

Q. When a company wheels into line, from which flank does the captain dress his men?

A. From the pivot. [*Idem.*]

Q. When the dressing of a company which has wheeled from column into line is completed, where does the captain place himself?

A. Having given the words, "*Eyes—front,*" he will fall in on the right of his company. [*Idem.*]

Q. When the words, "*Eyes—front,*" are given to a company which has wheeled from column into line, what will the covering serjeant do?

A. He will fall back to his place. [*Idem.*]

Q. Describe the difference between wheeling a company into line from column left in front and from column right in front.

A. When from column left in front, the captain places himself in front of the second file from the right, and dresses the company from the right. The covering serjeant marks the spot where the left of the company will rest. [*Idem.*]

(6.) *A Company Wheeling from the Halt from Line into Column.*

Q. Describe how a company in line wheels back into open column right in front.

A. On the words, "OPEN COLUMN, RIGHT IN—FRONT," the captain will move out, and place himself one pace in front of the centre of his company, facing to the front; and the covering serjeant will run to the rear, and mark the spot on which the right of the company will rest when the wheel is completed. He will stand with shouldered arms, facing in the direction that the column is to face, and raise his left arm. The pivot man will face to the right. The company will then be faced about, the covering serjeant and pivot man remaining steady, and will receive the command, "RIGHT WHEEL, QUICK—MARCH," on which the company will commence its wheel, the captain moving to the pivot flank, and the lieutenant to his place in column, during the wheel. The wheel being completed, the captain will give the words, "*Company, Halt, Front—dress,*" and fall in on the left.

[*F. Ea., Pt. II., S. 5.*]

Q. When a company in line has wheeled from the halt into open column, should the captain dress his men from the pivot flank?

A. No; the men will dress themselves, and having completed their dressing, will turn their eyes to the front, without further word of command.

[*Idem.*]

Q. When should the covering serjeant and supernumerary rank of a company wheeling from line into open column move to their position in column?

A. On the word "*Dress.*"

[*Idem.*]

Q. May a company in line be taught to wheel back into an open column left in front in the same manner as into column right in front?

A. Yes; the right-hand man will face to his left on the caution, and the company having been faced about, will wheel to the left.

[*Idem.*]

(7.) *A Company Wheeling any given Number of Paces, on either Flank from the Halt.*

Q. When a company in line or in column is to wheel backward or forward any number of paces on either flank, which flank will, for the time being, be the pivot?

A. The flank on which the company is to wheel.

[*F. Ea., Pt. II., S. 6.*]

Q. When a company is to wheel backward or forward any given number of paces on either flank from the halt, how are the paces to be measured?

A. On the words, "— PACES RIGHT (OR LEFT)—WHEEL," or "—

PACES ON THE RIGHT (OR LEFT) BACKWARDS—WHEEL,” the covering serjeant will place himself with his back to the eighth file from the pivot, either in front or rear of it, according to the direction in which the wheel is to be made, and take the number of paces named on the circumference of the circle, of which the pivot is the centre, and halt. If the paces have been taken to the rear, he will halt and front. [F. Ex., Pt. II., S. 6.]

Q. When a company is to wheel any given number of paces on either flank from the halt, how will the pivot man and the captain act on the caution?

A. The pivot man will face in the direction that the company is to face when the wheel is completed; the captain will place himself on the pivot flank, facing inwards, and correct the position of the pivot man. [Idem.]

Q. When a company wheels forward or backward any given number of paces on either flank from the halt, when should it receive the words, “Halt—dress?” and where should the captain and covering serjeant place themselves when the wheel is completed?

A. The captain will halt his company as the eighth file reaches the covering serjeant, and dress it from the pivot flank. On the words, “Eyes—front,” the captain will take post on the pivot flank, and the covering serjeant on the reverse flank of the front rank. [Idem.]

Q. What must be attended to in dressing a company after wheeling a given number of paces from the halt?

A. Care must be taken not to move the eighth or the pivot file. [Idem.]

Q. What proportion of the circle is completed by the eighth file wheeling eight, four, and two paces respectively?

A. The eighth file wheeling eight paces will complete the quarter circle, four paces the eighth, and two paces the sixteenth of a circle. [Idem.]

Q. May a company, or a subdivision, or section of more than twelve files, be wheeled backwards more than the eighth of a circle?

A. No; it should be faced about, and wheel forwards. [Idem.]

Q. State how a company wheels backward when faced about for the purpose, and give the words of command.

A. The caution, “— PACES ON THE RIGHT (OR LEFT) BACKWARDS—WHEEL,” will be first given, on which the pivot man will face, and the covering serjeant will take his paces, halt, and face about. The company will then be faced about, and the words, “QUICK—MARCH,” will be given. [Idem.]

Q. When a company is faced about before the caution to wheel is given, and that caution is given while it is standing faced to the rear, what takes place?

A. The rear rank man of the pivot file will act as pivot man, and the proper front rank man (if the wheel is forwards) will uncover.
[*F. Ex. Pt. II., S. 6.*]

(8.) *A Company Wheeling on the Centre from the Halt.*

Q. When a company wheels on its centre, one subdivision forward, the other backward, which man is the pivot man?

A. The man on the inner flank of the front rank of the subdivision that wheels forward.
[*F. Ex., Pt. II., S. 7.*]

Q. When a company wheels on its centre from the halt, does the pivot man face in the named direction, and does his rear rank man uncover?

A. Yea. [*Idem.*]

Q. How will the captain and covering serjeant act on the caution from the instructor, "THE COMPANY WILL WHEEL ON THE CENTRE TO THE RIGHT (OR LEFT, OR — FACES TO THE RIGHT OR LEFT)?"

A. The captain will step out three paces in front of the centre of his company, face towards the men, and give the command, "*On the centre, Right (or left, or, On the centre, — paces to the right or left) — wheel.*" The covering serjeant, if the company is to wheel a quarter circle, will move out and align himself with the pivot man, with shouldered arms, marking the place on which the outer flank of the subdivision that wheels forward is to rest. If the paces are named, he will, with shouldered arms, step them from the eighth file from the centre, counting toward the flank that wheels forward.
[*Idem.*]

Q. When a company wheels on its centre, what is the duty of the men on the outward flanks of each subdivision?

A. The outward man of the subdivision that wheels backward will look inwards and step a full pace; the man on the outward flank of the subdivision that wheels forward will look inwards, and regulate his pace to keep the company in line.
[*Idem.*]

Q. When a company wheels on its centre, how will the captain act during the wheel?

A. He will move to the flank that wheels forward.
[*Idem.*]

Q. When a company has wheeled on its centre, what takes place on the word "*Halt*," from the captain?

A. The coverer and supernumerary serjeant will give base points at arm's length from the front of the company facing inwards, with recovered arms, holding out their inner arms with the fist clenched, the former being on the flank that wheels forward, the latter on the other.
[*Idem.*]

Q. When a company has wheeled on its centre, should it be dressed by the captain, and receive the words, "*Eyes—front?*"

A. Yes.

[F. Ex., Pt. II., S. 7.]

Q. If a company as in line be required to wheel into column on the centre, or *vice versé*, by whom will the commands be given, and how will the captain act?

A. The commands will be given by the instructor, and the captain, on the caution, will place himself in front of the centre of the subdivision that wheels forward. On the word "*March*," he will turn towards his men, and move to the flank marked by the covering serjeant. [Idem.]

(9.) *Wheeling Backward by Subdivisions or Sections from Line.*

Q. The command being given to a company, "BY SUBDIVISIONS ON THE LEFT, BACKWARD—WHEEL," what takes place?

A. The captain will place himself one pace in front of the centre of the right subdivision; the covering serjeant will move back and mark, with shouldered arms, the spot on which the right of the leading subdivision will rest, raising his left arm; the pivot man facing as usual. [F. Ex., Pt. II., S. 8.]

Q. When a company wheels back by subdivisions on the left, how does the captain move during the wheel?

A. He inclines to the left. [Idem.]

Q. In the wheel of a company backward by subdivisions on the left, by whom and when should the words, "*Halt—dress*," be given?

A. As the leading subdivision is taking the last step that completes the wheel of a quarter of a circle, the captain will give the words, "*Halt—dress*," to the whole company, and fall in in his proper place. [Idem.]

Q. When a company is in column of subdivisions, where should the captain, covering serjeant, lieutenant, and ensign be posted?

A. The captain on the pivot flank of the leading subdivision; the covering serjeant in his place in column, one pace in rear of the second file from the pivot flank of the same subdivision; the lieutenant on the pivot flank of the rear subdivision; the ensign in rear of the second file from the reverse flank of the rear subdivision. [Idem.]

Q. When a company wheels back by subdivisions on the right, where does the captain place himself on the caution, and where are the officers posted when the wheel is completed?

A. The captain places himself one pace in front of the centre of the left subdivision in the first instance, and falls in on its right flank when the wheel is completed; the lieutenant takes post on the right, and the ensign in rear of the second file from the left of the rear subdivision. [Idem.]

Q. Describe how a company in line wheels back by sections, and state by whom the sections are commanded.

A. In the same manner that it wheels back by subdivisions. The captain, in the first instance, will place himself one pace in front of the right or left section; and on the words, "*Halt—dress*," he will post himself on the pivot flank of the leading section; the lieutenant will place himself on the pivot flank of the third section from the front; the ensign on the pivot flank of the fourth section from the front; the senior serjeant, if no other officer is present, on the pivot flank of the second section from the front.

[*F. Ex., Pt. II., S. 8.*]

Q. What is the position of the covering serjeant when a company is in column of sections?

A. One pace in rear of the second file from the pivot of the leading section.

[*Idem.*]

Q. Under what circumstances should the second section of a company in column of sections be commanded by the covering serjeant?

A. When, counting subaltern officers and serjeants, there are only two other supernumeraries with the company.

[*Idem.*]

(10.) *An Open Column of Subdivisions or Sections Wheeling into Line from the Halt.*

Q. Describe how an open column of subdivisions or sections (say right in front) wheels into line.

A. On the words, "*LEFT, WHEEL INTO—LINE*," the captain will fall back and place himself one pace in front of the second file from the left of the rear subdivision (or section) in column. The pivot men will face to the left and raise their arms, their rear rank men will uncover, the leaders of the rear subdivision (or sections) will fall back into the supernumerary rank, and the covering serjeant will move out and mark the spot on which the right of the company will rest, with shouldered arms, and will raise his left arm. At the words, "*QUICK—MARCH*," the subdivisions (or sections) will commence their wheel, the captain turning towards his men and moving back round the pivot man to dress his company from the left. The supernumeraries will move to their places during the wheel. On the words, "*Halt—dress*," the captain will dress the men from the left, the whole feeling into that flank, and the pivot men, except the pivot man of the company, dropping their arms. The dressing being completed, the words, "*Eyes—front*," will be given, on which the captain and covering serjeant will take their places in the line, the former moving by the rear.

[*F. Ex., Pt. II., S. 9.*]

(11.) *Wheeling from Line into Column, and Column into Line, on Moveable Pivots.*

Q. By what words of command may companies, subdivisions, or sections, in open column, be wheeled into line on the march?

A. "RIGHT (or LEFT), WHEEL INTO—LINE. [*F. Ex., Pt. II., S. 10.*]

Q. When companies in open column right in front wheel into line on the march, how do the captain, lieutenant, and coverer act during the wheel?

A. The captain moves straight to his front at a short pace, so as to meet the right of his company as it completes the quarter circle, taking post on the word "FORWARD." The lieutenant and coverer at the same time move to their places by the rear.

[*Idem.*]

Q. When a company in open column left in front wheels into line on the march, how do the captain and coverer act during the wheel?

A. The captain remains on the right, the coverer moving to his post in rear of him.

[*Idem.*]

Q. When subdivisions or sections in open column right in front wheel into line on the march, how do the captain, coverer, and rear leaders act during the wheel?

A. The captain moves straight to his front, to meet the right of his company as it completes the wheel, taking post on the word "FORWARD." The coverer and the rear leaders move by the rear to their places in line.

[*Idem.*]

Q. When subdivisions or sections in open column left in front wheel into line on the march, how do the captain and coverer act during the wheel?

A. The captain turns to the right about on the command, and moves across to the right of the company, the coverer moving to his place round the reverse flank or flanks of the rear subdivision or sections.

[*Idem.*]

Q. By what command may companies, subdivisions, or sections in line wheel into column on moveable pivots from the halt?

A. "ON THE MOVE, BY COMPANIES (SUBDIVISIONS OR SECTIONS), RIGHT (or LEFT) WHEEL, QUICK—MARCH."

[*Idem.*]

Q. When a company in line wheels on a moveable pivot, how do the captain, lieutenant, and covering serjeant act during the wheel?

A. If to the right, the captain moves across to the left, and takes post on the word "FORWARD," the lieutenant and coverer changing by the rear. When to the left, the captain remains on the right, and wheels with the company, the coverer falling back during the wheel to his place in column.

[*Idem.*]

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[*F. Ex., Pt. II., S. 8.*]

Q. What is the position of the covering serjeant when a company is in column of sections?

A. One pace in rear of the second file from the pivot of the leading section.

[*Idem.*]

Q. Under what circumstances should the second section of a company in column of sections be commanded by the covering serjeant?

A. When, counting subaltern officers and serjeants, there are only two other supernumeraries with the company.

[*Idem.*]

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Q. Describe how an open column of subdivisions or sections (say right in front) wheels into line.

A. On the words, "*LEFT, WHEEL INTO—LINE*," the captain will fall back and place himself one pace in front of the second file from the left of the rear subdivision (or section) in column. The pivot men will face to the left and raise their arms, their rear rank men will uncover, the leaders of the rear subdivision (or sections) will fall back into the supernumerary rank, and the covering serjeant will move out and mark the spot on which the right of the company will rest, with shouldered arms, and will raise his left arm. At the words, "*QUICK—MARCH*," the subdivisions (or sections) will commence their wheel, the captain turning towards his men and moving back round the pivot man to dress his company from the left. The supernumeraries will move to their places during the wheel. On the words, "*Halt—dress*," the captain will dress the men from the left, the whole feeling into that flank, and the pivot men, except the pivot man of the company, dropping their arms. The dressing being completed, the words, "*Eyes—front*," will be given, on which the captain and covering serjeant will take their places in the line, the former moving by the rear.

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Q. When companies in open column right in front wheel into line on the march, how do the captain, lieutenant, and coverer act during the wheel?

A. The captain moves straight to his front at a short pace, so as to meet the right of his company as it completes the quarter circle, taking post on the word "FORWARD." The lieutenant and coverer at the same time move to their places by the rear.

[*Idem.*]

Q. When a company in open column left in front wheels into line on the march, how do the captain and coverer act during the wheel?

A. The captain remains on the right, the coverer moving to his post in rear of him.

[*Idem.*]

Q. When subdivisions or sections in open column right in front wheel into line on the march, how do the captain, coverer, and rear leaders act during the wheel?

A. The captain moves straight to his front, to meet the right of his company as it completes the wheel, taking post on the word "FORWARD." The coverer and the rear leaders move by the rear to their places in line.

[*Idem.*]

Q. When subdivisions or sections in open column left in front wheel into line on the march, how do the captain and coverer act during the wheel?

A. The captain turns to the right about on the command, and moves across to the right of the company, the coverer moving to his place round the reverse flank or flanks of the rear subdivision or sections.

[*Idem.*]

Q. By what command may companies, subdivisions, or sections in line wheel into column on moveable pivots from the halt?

A. "ON THE MOVE, BY COMPANIES (SUBDIVISIONS OR SECTIONS), RIGHT (or LEFT) WHEEL, QUICK—MARCH."

[*Idem.*]

Q. When a company in line wheels on a moveable pivot, how do the captain, lieutenant, and covering serjeant act during the wheel?

A. If to the right, the captain moves across to the left, and takes post on the word "FORWARD," the lieutenant and coverer changing by the rear. When to the left, the captain remains on the right, and wheels with the company, the coverer falling back during the wheel to his place in column.

[*Idem.*]

Q. When a company in line wheels on a moveable pivot by sub-

divisions or sections, how do the captain and coverer act during the wheel?

A. If to the right, they move to their places on the left of the leading subdivision or section. When to the left, the captain wheels with the right subdivision or section, and on the word "FORWARD," moves up to the pivot of the leading subdivision in double time. [*F. Ex., Pt. II., S. 10.*]

Q. When a company wheels on a moveable pivot by subdivisions or sections, when do the rear leaders take post?

A. On the word "FORWARD." [*Idem.*]

Q. In all wheels forward from column to line and line to column, when should the supernumerary rank gain its distance?

A. During the wheel. [*Idem.*]

(12.) *Columns Changing Direction.*

Q. Describe how a column changes direction on receiving the caution from the instructor.

A. Each subdivision or section wheels in succession, by command of its leader, on a moveable pivot. The leading subdivision or section will receive the word "FORWARD" from the instructor, those in rear from their leaders. [*F. Ex., Pt. II., S. 11.*]

Q. When a column changes direction, do officers change their positions?

A. They do not. [*Idem.*]

Q. How many paces must a company of any strength wheel to complete the quarter, eighth, or sixteenth of a circle?

A. As many paces as it contains files to complete the quarter, half the number to complete the eighth, and a quarter of the number to complete the sixteenth. [*Idem.*]

(13.) *A Company in Line Advancing from a Flank in Open Column of Subdivisions or Sections.*

Q. The command, "RIGHT SUBDIVISION, TO THE FRONT; REMAINING SUBDIVISIONS, ON THE MOVE, RIGHT—WHEEL," being given, describe how the movement is executed.

A. On the caution the captain will place himself one pace in front of the right file of the left subdivision; on the words, "QUICK—MARCH," the right subdivision will move to the front at a short pace, the captain leading on its left, and the left subdivision will wheel to the right; when the latter is square, the instructor will give the word "FORWARD," on which the lieutenant, who will have moved to his place in column during the wheel, will give the command, "Left—wheel," to his subdivision. The captain will give the

word "*Forward*" to the leading subdivision when it has stepped short a sufficient length of time to prevent loss of distance in rear. When the second wheel of the rear subdivision is completed, it will receive the word "*Forward*" from the lieutenant.

[*F. Ex., Pt. II., S. 12.*]

(14.) *Marching Past in Slow and Quick Time.*

Q. How should a company be formed to march past?

A. As a company in open column right in front.

[*F. Ex., Pt. II., S. 13.*]

Q. In marching past, by whose word of command will the company wheel at the points placed for the purpose?

A. By command of the captain.

[*Idem.*]

Q. How should the captain act at the second wheel in marching past?

A. He will change his flank across the front during the wheel, falling in on the right as it is completed, and giving the words, "*Forward, By the right.*"

[*Idem.*]

Q. How will the men act on receiving the word "*Forward,*" after the second wheel?

A. They will come to the shoulder.

[*Idem.*]

Q. In marching past in slow time, when should the captain give the words, "*Rear rank, Take open—order!*"

A. When at thirty paces from the saluting point.

[*Idem.*]

Q. Describe how ranks are opened in marching past.

A. On the command, the officers will recover their swords and move out in double time to the front of the company, each taking up the slow time, and porting his sword as he arrives at his place (which is the same as in open order at the halt). The coverer will move up to the place vacated by the captain. The rear rank will mark time one, and the supernumerary rank three paces.

[*Idem.*]

Q. In marching past, when should the salute commence?

A. When the officers are ten paces from the saluting point.

[*Idem.*]

Q. In marching past, when should the officers port their swords after saluting, and when should ranks be closed?

A. Swords should be ported at six paces, and ranks closed at twenty paces beyond the saluting point.

[*Idem.*]

Q. Describe how ranks are closed in marching past.

A. On the command, "*Rear rank, Take close—order,*" the rear rank will lengthen its pace until it regains its proper distance, and the officers will recover their swords and return to their places at close order, the captain turning to the right, the lieutenant and ensign to the left, each carrying his sword as he arrives at his post, the ensign moving in double time: the coverer will also

return to his post, and the rear and supernumerary ranks will step out to regain their distance. [*F. Ex., Pt. II., S. 13.*]

Q. How does the captain act at the third wheel in marching past?

A. He changes by the rear to the left of his company during the wheel, falling in as it is completed, and giving the words, "*Forward, By the left.*" [*Idem.*]

Q. How do the men act on receiving the word "*Forward,*" after the third wheel in marching past?

A. They slope arms. [*Idem.*]

(15.) *The Echelon March of Subdivisions or Sections.*

Q. Give the command for the echelon march of subdivisions or sections to a flank from the halt.

A. "TAKE GROUND TO THE RIGHT (OR LEFT) IN ECHELLON. ON THE MOVE, BY SUBDIVISIONS (OR SECTIONS), RIGHT (OR LEFT) WHEEL, QUICK—MARCH." [*F. Ex., Pt. II., S. 14.*]

Q. When subdivisions or sections have wheeled into echelon, by what command will they move to their front?

A. "FORWARD." [*Idem.*]

Q. By which flank do subdivisions or sections march when taking ground in echelon?

A. If to the right, by the right; if to the left, by the left. [*Idem.*]

Q. How are the officers and serjeants placed during the echelon march of subdivisions or sections?

A. They retain the places they occupied previously to being wheeled into echelon, except when a company in column takes ground to the reverse flank in echelon, when the lieutenant moves up and leads the leading section, unless the captain is ordered to change his flank. [*Idem.*]

Q. If a company in open column right in front be ordered to take ground to the right in echelon of sections, where will the captain be placed, and by whom will the sections be led?

A. The captain will remain on the left of the left section, the lieutenant will lead the leading section by the right, and the remaining sections will be led by their pivot men. [*Idem.*]

Q. When a company takes ground to a flank in echelon of sections, what is the especial duty of the section leaders?

A. Each must keep his distance from the pivot flank of the section next him, in the direction towards which the company is inclining. They must also keep their dressing in a line parallel to the original position. [*Idem.*]

Q. When a company in line takes ground to the left in echelon of subdivisions or sections, where is the captain placed, and by whom are the subdivisions or sections led?

A. The captain remains on the right of the right subdivision or section, the subdivisions or sections being led by their pivot men. [*F. Ex., Pt. II., S. 14.*]

Q. By what command may a company on the march be wheeled into echelon of subdivisions or sections?

A. "BY SUBDIVISIONS (OR SECTIONS), RIGHT (OR LEFT) WHEEL—FORWARD." [*Idem.*]

Q. How may a company be re-formed on the march from echelon of subdivisions or sections?

A. On the words, "RE-FORM—COMPANY," the echelon will wheel back into line on the pivot flanks. [*Idem.*]

Q. When a company has been re-formed by wheeling back from echelon on the march, will it at once move on?

A. No; the word "FORWARD" must be given. [*Idem.*]

Q. May a company marching to a flank in echelon re-form company by wheeling up into line on the reverse flanks of subdivisions or sections?

A. It may, if on even ground, and if the subdivisions or sections are not broken. [*Idem.*]

(16.) *Marching on an Alignment in Open Column of Subdivisions.*

Q. What is meant by an alignment?

A. The imaginary straight line that lies between any two points on which a line may be formed, or the pivot flanks of a column dressed. [*F. Ex., Pt. II., S. 15.*]

Q. Describe the principle on which companies, subdivisions, or sections march on an alignment in column. Take a company in subdivisions for an example.

A. A distant marked object in the prolongation of the two pivot flanks having been taken, the commander of the company will immediately fix on some intermediate point between himself and the distant point to march on. On the word "MARCH," both subdivisions will step off at the same instant. The leader of the first subdivision will march with steadiness on the points he has taken; and the commander of the second will preserve the leader of the first in line with the distant object, at the same time keeping the distance for wheeling into line. [*Idem.*]

Q. In marching on an alignment in column, from what points should distances between companies, subdivisions, or sections be taken?

A. From front rank to front rank. [*Idem.*]

(17.) *A Company in Column of Subdivisions or Sections Forming to the Reverse Flank.*

Q. Describe how subdivisions or sections right in front form on the march to the reverse flank.

A. On the words, "RIGHT, FORM—COMPANY," the leaders of subdivisions (if in subdivisions) will change to the right. The captain, as he changes, will give, "*Leading subdivision, Right wheel—double,*" and when it has wheeled the quarter circle, "*Forward.*" The subdivision having gained three paces, the captain will halt and dress it from the right, the coverer running to mark the left of the company, facing towards the pivot with his rifle recovered and inner arm extended, the supernumerary serjeant giving a base point on the right. When the second subdivision arrives at the left of the first, its leader will fall to the rear, and give, "*Left subdivision, Right wheel—double,*" and when square, "*Forward,*" then, "*Halt—dress up,*" taking care to halt his subdivision when its front rank is in line with the rear rank of the right subdivision. A column of sections forms to the reverse flank in a similar manner. [*F. Ex., Pt. II., S. 16.*]

Q. When a company in subdivisions or sections forms to the reverse flank, by whom are the subdivisions or sections dressed as they successively come up into line, and when do the covering and supernumerary serjeants resume their posts?

A. The subdivisions or sections are dressed by the captain. The serjeants resume their posts on the word "STEADY." [*Idem.*]

Q. When a company in subdivisions is to form to the reverse flank, in a direction which is not at right angles to the direction in which the column is marching, what steps must be taken before giving the order to form?

A. The direction of the column must be changed, so as to bring it at right angles with the future alignment. [*Idem.*]

(18.) *A Company Marching in Files or Fours, Forming to the Front, to either Flank, or to the Right or Left About.*

Q. When a company marching in files or in fours forms to the front, how do the captain, covering serjeant, and lieutenant act during the formation?

A. The captain will move across the front, turning towards his company during the formation, and take his place on the pivot flank when it is completed; the covering serjeant passing by the rear. The lieutenant will also move to his place. [*F. Ex., Pt. II., S. 17.*]

Q. When a company marching by files or in fours forms to the reverse flank, or to the right or left about, what is the duty of the covering and supernumerary serjeants?

A. The covering serjeant will mark the outward flank of the company, facing towards the pivot flank with his rifle recovered and his inner arm extended for the company to dress upon; the supernumerary serjeant will give a base point at the inner flank in like manner. They will take post on the word "STEADY," from the instructor. [F. Ex., Pt. II., S. 17.]

Q. When a company in files or fours forms to right or left, or to right or left about, by whom and in what manner are the men dressed?

A. By the captain, file by file as they come up. [Idem.]

Q. When a company in files or fours forms to the right or left, or to the right or left about, how does the supernumerary rank act?

A. It forms with the company, correcting its distance when cleared by the rest of the company. [Idem.]

(19.) *The Diagonal March.*

Q. When a company in column inclines, by the diagonal march, towards the pivot flank, by whom is it led?

A. By the captain. [F. Ex., Pt. II., S. 18.]

Q. When a company in column inclines, by the diagonal march, towards the reverse flank, by whom is it led?

A. By the senior supernumerary, unless the captain is ordered to change his flank. [Idem.]

(20.) *File Marching and Wheeling in File.*

Q. If a company in file is halted or ordered to mark time when only part of the files have wheeled into a new direction, how should the remainder be taught, if required, to cover off in rear?

A. By the side step, on the words, "*Rear files—cover.*" [F. Ex., Pt. II., S. 19.]

(21.) *The Formation of Fours.*

Q. How will the supernumerary rank act on the words, "FORM FOURS?"

A. It will step back one pace. [F. Ex., Pt. II., S. 20.]

Q. In file marching and the flank march by fours, where will the captain, covering serjeant, and lieutenant be placed?

A. The captain next the front rank man of the leading file, or four; the covering serjeant at the head of the front rank; the lieutenant on the reverse flank of the second file, or four from the rear. [Idem.]

Q. When a company faces or forms fours to right or left, how does the supernumerary rank act?

A. It faces with the company, and retains its position.

[*F. Ex., Pt. II., S. 20.*]

Q. When a company in column takes ground to the reverse flank, or moves by that flank during manœuvres, does the captain change his flank?

A. No; the lieutenant will move up and lead, except in a few movements where it is necessary that the captain should change.

[*F. Ex., Pt. II., Gen. Principles.*]

Q. When a company in close column takes ground to a flank by fours, where do the leader and covering serjeant place themselves?

A. The leader in front of the front rank man of the leading four; if the captain leads, the covering serjeant will be next him in front of the second rank; if the lieutenant leads, the covering serjeant will remain in his place.

[*F. Ex., Pt. II., S. 20.*]

(22.) *Company Formed in Fours Closing on the Flank or on the Centre, and Re-forming Two Deep.*

Q. When a company formed in fours either halted or on the march closes to a flank, or on the centre, or re-forms two deep, how do the officers act?

A. Close and open out with the company. [*F. Ex., Pt. II., S. 21.*]

(23.) *The Side or Closing Step.*

Q. When a company in line closes a given number of paces, how does the captain act?

A. He remains in his place and closes with the company.

[*F. Ex., Pt. II., S. 22.*]

Q. When a company in line is ordered to close to right or left, no paces being named, how does the captain act?

A. On the caution, he places himself three paces in front of the flank of his company nearest to the centre of the line, facing his men.

[*Idem.*]

Q. When a captain has to change his flank on the caution to close, does he cross by the front or rear, and how does he return?

A. He crosses by the front, and having given his word, "*Halt,*" returns by the rear.

[*Idem.*]

Q. How does a captain act when his company closes in column?

A. He closes with it, remaining on its flank, unless he has taken up fresh covering, in which case he will stand fast and order his company to close to him.

[*Idem.*]

(24.) *Counter-marching by Ranks and by Files.*

Q. Describe how a company in column counter-marches by ranks.

A. On the words, "COUNTER-MARCH BY RANKS," the covering serjeant steps up and covers his captain. On the words, "RIGHT AND LEFT—FACE," the front rank faces to the right, the rear rank to the left; the covering serjeant faces to the right about; the captain takes one pace outwards, and faces inwards, and then takes one long side pace in the direction in which the covering serjeant is facing; the lieutenant moves up and places himself one pace from the reverse flank of the front rank, facing inwards. On the words, "QUICK—MARCH," the whole step off together, each rank wheeling close round to its right, till the pivot man comes to the covering serjeant, when the captain gives, "*Halt, Front—dress,*" and falls in. The lieutenant and covering serjeant fall in at the same time. [*F. Ex., Pt. II., S. 23.*]

Q. Describe how a company counter-marches by files.

A. On the words, "COUNTER-MARCH BY FILES," the covering serjeant steps up and covers his captain. On the words, "TO THE RIGHT (or LEFT)—FACE," the company faces as ordered, the captain, lieutenant, and covering serjeant moving as in counter-marching by ranks. On the words, "LEFT (or RIGHT), COUNTER-MARCH, QUICK—MARCH," the company steps off, the leading file wheeling short round on the front rank man, the remainder of the company following in file till it reaches the covering serjeant, when it receives, "*Halt, Front—dress,*" from the captain. [*Idem.*]

Q. In counter-marching, what must the men attend to?

A. To move up to the lieutenant as they wheel at the reverse flank, and to lengthen their pace during the wheel, in order not to check the rest of the company. [*Idem.*]

Q. When a company counter-marches, how does the supernumerary rank act?

A. It faces towards the reverse flank when the company faces, and counter-marches round that flank, each man marking time as he arrives at his place, and halting and fronting with the company. [*Idem.*]

Q. May a company in line be counter-marched as in column?

A. It may. [*Idem.*]

Q. When a company is to counter-march by files, what rule is laid down as to the direction in which it is to be faced?

A. It should be faced from the pivot flank, and be marched up to it. [*Idem.*]

(25.) *A Company Diminishing Front by Forming Subdivisions from the Halt.*

Q. State how a company in column forms subdivisions from the halt.

A. If right in front, on the command, "FORM SUBDIVISIONS," the lieutenant falls back to mark where the pivot of the left subdivision will rest. On the words, "LEFT SUBDIVISION, RIGHT ABOUT THREE-QUARTERS—FACE," the subdivision faces as ordered, the captain faces inwards, the covering serjeant takes a side pace of twenty-one inches to his left, and faces to his right, and the rear rank man of the left file of the right subdivision falls back and covers the third file from the left of his subdivision. On the words, "QUICK—MARCH," the left subdivision marches diagonally to the rear until its left file reaches the lieutenant, who gives, "*Halt, Front—dress*," remaining on the left of his subdivision; the captain and coverer move to their places on the left of the leading subdivision, and the rear rank man of the pivot file of that subdivision, as soon as the other subdivision has passed him, resumes his place. If left is in front, subdivisions are formed on the same principle, the right subdivision doubling in rear of the left.

[*F. Ex., Pt. II., S. 24.*]

(26.) *A Company Diminishing Front by Forming Subdivisions on the March.*

Q. Describe how a company in column forms subdivisions on the march.

A. The company (suppose right in front) will receive the caution, "FORM SUBDIVISIONS," on which the captain will give, "*Left subdivisions, Mark—time*," and when the reverse flank of that subdivision is clear of the other, "*Right half—turn*," on which it will move in the diagonal direction. The left subdivision having doubled behind the right, the lieutenant will give, "*Front—turn*," and place himself on its pivot flank. During the movement the captain and covering serjeant move across to their places on the left of the right subdivision, and the lieutenant will move across between the subdivisions, so as to meet the pivot flank of the left subdivision as it arrives in column. If left is in front, subdivisions may be formed in a similar manner, the right subdivision doubling behind the left.

[*F. Ex., Pt. II., S. 25.*]

(27.) *Subdivisions Diminishing Front by Forming Sections.*

Q. Do the directions that apply to the formation of subdivisions from a company apply equally to the formation of sections from subdivisions?

A. They do. The lieutenant will move in the same manner as the captain.

[*F. Ex., Pt. II., S. 26.*]

Q. If sections are formed from the halt, by whom should the

command, "LEFT (or RIGHT) SECTIONS, RIGHT (or LEFT) ABOUT THREE-QUARTERS FACE, QUICK—MARCH," be given?

A. By the instructor. [F. Ex., Pt. II., S. 26.

Q. If sections are formed on the march, by whom should the words, "Left (or right) sections, Mark—time, Right (or left) half—turn," be given to both sections?

A. By the captain. [Idem.

Q. If sections are formed either from the halt or on the march, by whom should the words, "Halt, Front—dress," or "Front, Turn—quick," be given to the sections when in column?

A. By the section leaders. [Idem.

(28.) *Sections Increasing Front by Forming Subdivisions from the Halt.*

Q. Describe how a company standing in open column of sections forms subdivisions.

A. If right in front, the instructor will give the caution, "FORM SUBDIVISIONS," on which the coverer will move out to mark the left of the leading subdivision, the lieutenant will move out to mark the left of the rear subdivision, and the leaders of the second and fourth sections will take their places in the supernumerary rank. On the words, "LEFT SECTIONS, LEFT HALF—FACE," from the instructor, the captain will face to the right, the sections will face as ordered, and the rear rank men of the pivot files of the right sections will fall back and cover the third files from the left of their sections. On the words, "QUICK—MARCH," the left sections will step off in the diagonal direction, the captain moving across to the coverer. As the front ranks of the left sections come up to the rear ranks of the right, the captain and lieutenant will give, "Halt, Front—dress," to their subdivisions, and fall in on their pivot flanks, the coverer and rear rank men of the pivot files of the right sections taking their places at the same time. If left in front, subdivisions will be formed in a similar manner. [F. Ex., Pt. II., S. 27.

(29.) *Sections Increasing Front by Forming Subdivisions on the March.*

Q. Describe how a company forms subdivisions from sections on the march.

A. If right in front, on the command, "FORM SUBDIVISIONS," the captain will turn inwards and give, "Left sections, Left half turn—double," and then move outwards (the lieutenant inclining outwards at the same time). As soon as the right flanks of the left sections are clear of the left flanks of the right sections the captain and lieutenant will give, "Front—turn," and when in line,

"Quick," falling in on the pivot flanks of their subdivisions; the leaders of the second and fourth sections will take their places in the supernumerary rank on the caution. If left in front, subdivisions will be formed in a similar manner. [*F. Ex., Pt. II., S. 28.*]

(30.) *Subdivisions and Sections Increasing Front by Forming Company.*

Q. Do the directions that apply to the formation of subdivisions from sections apply equally to the formation of a company from subdivisions?

A. They do.

[*F. Ex., Pt. II., S. 29.*]

Q. Describe how company may be formed at once from sections.

A. On the caution, the leaders of the rear sections will take their places in the supernumerary rank. If the column is halted, the covering serjeant will mark the pivot flank of the company, and the instructor will give the command, "REAR SECTIONS, LEFT (or RIGHT) HALF—FACE, QUICK—MARCH," the captain moving across to the covering serjeant, and halting the sections in succession, the rear rank man of the outer file of each uncovering as he halts. If the column is on the march, the rear sections, on the command of the captain, will move together as in forming subdivisions, the captain moving to the pivot flank and giving the words, "*Front turn—quick,*" to each of his sections in succession. [*Idem.*]

(31.) *Diminishing and Increasing Front by Breaking off Files, and bringing them again to the Front.*

Q. Describe the method of breaking off files of a company.

A. The files are broken off as in squad drill, and the captain will move to the flank of the remainder of his men. The coverer will cover the captain. The instructor will give the caution, the captain the executive command.

[*F. Ex., Pt. II., S. 30.*]

(32.) *Diminishing and Increasing Front by Breaking into Fours or Files, and Re-forming Sections, Subdivisions, or Company.*

Q. By what command may a company or open column of subdivisions or sections halted advance from a flank by files or in fours?

A. If right in front, "TO THE RIGHT—FACE (or, FORM FOURS—RIGHT), LEFT—WHEEL, QUICK—MARCH." If left in front, the fours or files will advance from the left.

[*F. Ex., Pt. II., S. 31.*]

Q. By what command may a company or open column of subdivisions or sections on the march break into files or fours?

A. If right in front, "To THE RIGHT—TURN (or, FORM FOURS—RIGHT), LEFT—WHEEL." If left in front, from the left in like manner. [F. Ex., Pt. II., S. 31.]

Q. When a company moving in file, or by fours, forms sections, subdivisions, or company, to the front, how do the captain and the subdivision or section leaders act?

A. The captain will move across the leading subdivision or section to his place, the leaders of the remaining subdivisions or sections taking their places on the word "FORWARD." [Idem.]

(33.) *Forming Close Column of Sections and Company Square.*

Q. State how a company standing with unfixed bayonets and ordered arms forms company square.

A. The instructor will give the caution, "FORM COMPANY SQUARE," to be followed by the command from the captain, "*Form close column of—sections*," on which the right section will face to the left, and disengage to the front by the leading file closing two paces to the right, the front rank man inclining rather back; the third and fourth sections will face to the right and disengage to the rear in the same manner. On the words, "*Quick—march*," from the captain, the second section will fix bayonets, and the remainder will step off and form close column on the second section, halting, fronting, ordering arms, and fixing bayonets as they arrive in column; the distance between the sections will be twenty-one inches. On the words, "*Prepare for cavalry*," the officers and non-commissioned officers having moved to their places, the men will face outwards, so as to show a front of equal strength in every direction. On the word "*Ready*," if the square is two or three deep, the front rank will kneel; if four deep, the two front ranks will kneel. The remainder will come to the "ready." [F. Ex., Pt. II., S. 32.]

Q. When a company is in close column of sections, what should be the position of the captain, coverer, and supernumeraries?

A. The captain on the left of the leading section, covered by his covering serjeant. The remaining section leaders in their places in column, and the supernumeraries on the reverse flank of their sections. [Idem.]

Q. When a company in close column of sections receives the command, "*Prepare for cavalry*," where should the officers and non-commissioned officers place themselves?

A. They should move into the centre of the column before the men face outwards. [Idem.]

Q. When should the square front into column?

A. After receiving the words, "*Shoulder (or order)—arms*." [Idem.]

Q. Describe the method of re-forming company from company square.

A. The instructor will give the caution, "RE-FORM COMPANY;" the captain will order the men to unfix bayonets, and give the command, "*Re-form—company*," on which the leading section will face to the right, the third and fourth to the left. On the words, "*Quick—march*," they will move out, advancing arms. The right section will turn to the rear when clear of the second section, will halt, front, and dress upon it. The third and fourth sections will turn to the front in succession, when clear, and dress up into line with the second section, without word of command, each section ordering arms as it halts. [F. Ex., Pt. II., S. 32.]

(34.) *Forming Rallying Squares.*

Q. State how the rallying square is formed.

A. An officer will be placed (facing the supposed enemy) as a rallying point, holding up his sword. The words, "FORM RALLYING SQUARE," will be given, on which the men (previously dispersed) will hasten to the rallying point, fixing bayonets and ordering arms as they reach him. The first two who join him form on his right and left, facing outwards. The next three place themselves in front of those posted, facing to the front, and three others in rear, facing to the rear—thus forming a square. The next four men will take post at the several angles; and others, as they come up, will complete the different faces between the angles.

[F. Ex., Pt. II., S. 33.]

Q. What words of command are to be given when a square is to march?

A. The caution, "THE SQUARE WILL ADVANCE (RETIRE OR MOVE TO THE RIGHT OR LEFT)," will be given by the instructor, and will be repeated by the officer on whom the square is formed. The latter will then give the executive words, "*Shoulder—arms, Inwards—face, Quick—march*." [Idem.]

Q. On the command, "THE SQUARE WILL HALT," being given by the instructor, what takes place?

A. The captain will give the words, "*Halt, Prepare for cavalry—ready;*" and, when not required to fire, "*Order—arms*." [Idem.]

Q. Describe how a company is re-formed from rallying square.

A. On the caution, "RE-FORM—COMPANY," the officer on whom the square is formed will order the men to unfix bayonets, and the covering serjeant will mark the spot on which the pivot flank is to rest. The command, "*Re-form—company*," will then be given, on which the men will form on the coverer, facing the supposed enemy. [Idem.]

(35.) *Proving a Company.*

Q. State how a company is proved, after having been told off on parade, and give the words of command.

A. The company, standing with shouldered arms and unfixed bayonets at close order, will be proved in the following manner:—

"Mark time—quick." *"By subdivisions, Right—wheel"* (when in echelon), *"Mark—time."* *"Re-form—company."* *"By subdivisions, Left—wheel"* (when in echelon), *"Mark—time."* *"Re-form—company."* *"By sections, Right—wheel"* (when in echelon), *"Mark—time."* *"Re-form—company."* *"By sections, Left—wheel"* (when in echelon), *"Mark—time."* *"Re-form—company."*

The company will then be turned to the right about, and proved in the same manner, rear rank in front.

"Halt—front." *"Form fours—deep."* *"Front."* *"Form fours—right."* *"Front."* *"Form fours—left."* *"Front."* *"Form fours—about."* *"Front."*

The company will also be proved rear rank in front, in forming fours to the right and left on the march, as follows:—

"Mark time—quick." *"Right about—turn."* *"Form fours—deep."* *"Form two—deep."* *"Form fours—right."* *"Rear—turn."* *"Form fours—left."* *"Rear—turn."* *"Halt—front."*

"On the leading company form square, Quick—march." *"Sections—outwards"* (if armed with the short rifle, *"Unfix—swords"*). *"Re-form column, Quick—march, Halt—dress;"* or according to the position it is to take in column.

"Right sections, first and third, Order—arms." *"Left sections, second and fourth, Order—arms."* *"Form close column of sections, Quick—march."* *"Unfix—bayonets."* *"Re-form company, Quick—march."* *"Right subdivision, Stand at—ease."* *"Left subdivision, Stand at—ease."*

[*F. Ex., Pt. II., S. 34.*]

SECTION III.

PLACES OF COMPANY OFFICERS IN EVERY SITUATION OF THE
BATTALION.(1.) *General Principles.*

Q. When companies at battalion drill lose their order, where do the officers take post in column and in line?

A. In column, as if right in front, whatever company may be in front; in line, in their usual places.

[*F. Ex., Pt. IV., Gen. Principles.*

Q. In what manner and by whose command should the colour party move from one formation to another?

A. Independently, by command from the officer carrying the Queen's colour. [*Idem.*

Q. Describe the formation of the colour party.

A. The colours, each carried by an officer, will be formed in an independent party; the Queen's colour on the right, the regimental on the left, with a serjeant between them, and two non-commissioned officers, or steady men, with a serjeant in the centre, in the rear rank. [*F. Ex., Pt. IV., S. 1.*

(2.) *A Battalion on Parade.*

Q. Where should the colours be posted in open column?

A. If right in front, in rear of the right centre company; if left in front, in rear of the left centre company; in both cases covering the third, fourth, and fifth files from the pivot flank.

[*F. Ex., Pt. IV., S. 1, 11.*

Q. When companies in column take open order for inspection, where should the officers place themselves on the words, "REAR RANKS, TAKE OPEN — ORDER?"

A. As if taking open order in line. [*F. Ex., Pt. IV., S. 1.*

Q. When officers have changed their flanks for the purpose of taking open order, when do they return to their places?

A. As the company takes close order. [*Idem.*

Q. When a company in column at open order is inspected by a superior officer, what is the duty of the captain?

A. To receive the superior officer with a salute, and follow him

during the inspection, closing the ranks and directing the men to order and stand at ease when it is completed. [*F. Ex., Pt. IV., S. 1.*]

Q. When a company in column takes open order for inspection, how many paces should the supernumerary rank step back?

A. Four.

Q. When an open column wheels into line, how should the colour party act?

A. Wheel up into line between the two centre companies. [*Idem.*]

Q. When an open column wheels into line, by whom should the colour party be dressed?

A. By the captain of the company that wheels up to the centre. [*Idem.*]

(3.) *Line Movements.*

Q. In closing to correct distances in line, should the captains close in the same direction with their men?

A. If closing towards the centre, they should; if opening out to admit files, they should stand fast till all have moved up.

[*F. Ex., Pt. IV., Line Movements, Gen. Principles.*]

Q. When the whole wing of a battalion is closed to correct distance, the commanding officer giving the word "HALT," where should the captains be placed during the movement?

A. In their usual places.

[*Idem.*]

Q. In line, what officer is posted on the left of the front rank of the left company?

A. The senior subaltern of the left company.

[*F. Ex., Pt. IV., S. 3.*]

Q. Describe the position of the colours when the battalion takes open order.

A. The officers carrying the colours take three paces to the front, and dress with the line of officers.

[*F. Ex., Pt. IV., S. 4.*]

Q. In taking open order, how should the officers act on the word "Steady," from the senior major?

A. Port their swords and remain steady.

[*Idem.*]

Q. In resuming close order, how do the officers carrying the colours face on the caution?

A. To the right with the rest.

[*Idem.*]

Q. How should the colour party act on the caution, "THE LINE WILL RETIRE?"

A. Face about.

[*F. Ex., Pt. IV., S. 5.*]

Q. When a line charges, where should the officers be placed?

A. In their usual places.

[*F. Ex., Pt. IV., S. 6.*]

Q. On the command, "THE BATTALION WILL DRESS BY THE RIGHT, COVERERS — PACES TO THE FRONT," what officers move, and where do they place themselves?

A. The captains take one pace to the front and one to the left, and the officer on the left of the line one pace to his left. When the coverers pass they will resume their places.

[*F. Ex., Pt. IV., S. 7.*]

Q. On the command, "THE BATTALION WILL DRESS BY THE LEFT, COVERERS — PACES TO THE FRONT," what officers move, and where do they place themselves?

A. The officer on the left of the line takes a pace to his left, and the captains change their flanks, remaining in rear till the coverers have moved to the front, when they will take post. [*Idem.*]

Q. Where should the colours be placed when a battalion advances or retires by wings?

A. One on the inward flank of each wing. [*F. Ex., Pt. IV., S. 8.*]

Q. When a battalion passes by fours from the right or left of companies to the front, where should the captains be placed?

A. On the flank of the leading fours which is nearest the company of direction. [*F. Ex., Pt. IV., S. 9.*]

Q. When companies, advancing or retiring by fours from the right, form to the front or rear, should the captains change their flanks?

A. No.

[*Idem.*]

(4.) *Column Movements.*

Q. How should the colour party be formed in close column?

A. In single rank between the centre companies, the serjeants of the rear rank being on the right of the front rank of the column if right in front, on the left of it if left in front. [*F. Ex., Pt. IV., S. 12.*]

Q. When a battalion advances from the centre by double files (or fours), what should be the position and formation of the colour party?

A. It moves between the two centre companies, in single rank, the front rank leading, followed by the rear rank, both right in front, the Queen's colour between the two leading files (or fours).

[*F. Ex., Pt. IV., S. 14.*]

Q. When a battalion advances from the centre by double files (or fours), how does the supernumerary rank move?

A. In one rank between the wings.

[*Idem.*]

Q. If a battalion marching in column be ordered to change direction, by the successive wheel of its companies on moveable pivots, to the reverse flank, by whom will the companies be led during the change of direction?

A. By the senior supernumeraries, who will move up for the purpose to the reverse flank. [*F. Ex., Pt. IV., S. 15.*]

Q. When a column at close or quarter distance is to wheel to a flank, what officers are placed on the reverse flanks of

companies during the wheel, and when do they return to their places?

A. The lieutenants; they return to their places on the word "HALT," or "FORWARD." [*F. Ex., Pt. IV., S. 16.*]

Q. When a close or quarter distance column wheels to a flank, how should the captain of the leading company act during the wheel?

A. Move back to his place. [*Idem.*]

Q. When a close or quarter distance column, taking ground to a flank by files or fours, is ordered to wheel to the right or left, where will the company leaders place themselves?

A. If not there already, on the flank of the leading file or four nearest the pivot. [*F. Ex., Pt. IV., S. 17.*]

Q. When a close or quarter distance column is to change front to the rear by the wheel of subdivisions round the centre, where should the lieutenants take post on the command, "RIGHT (or LEFT) SUBDIVISION, RIGHT ABOUT—FACE?"

A. On the outward flanks of the reverse subdivisions.

[*F. Ex., Pt. IV., S. 18.*]

Q. A column having changed front by the wheel of subdivisions round the centre, when should the lieutenants resume their places in column?

A. On the words, "HALT, FRONT—DRESS;" or, "FRONT—TURN."

[*Idem.*]

Q. When a column countermarches by files or by ranks, how should the colour party act?

A. In open or quarter distance column it will countermarch independently, and move across to the rear of the leading centre company; in close column it can only face about, and correct its formation when the column opens out. [*F. Ex., Pt. IV., S. 19.*]

Q. When the rear wing of a column is brought to the front by successive companies, on what command should the lieutenants of the companies in motion change to their proper places in the new formation?

A. As their companies receive the words "Front—turn."

[*F. Ex., Pt. IV., S. 20.*]

Q. How should the colour party act on the command being given to a column right in front, "BY FOURS FROM THE LEFT REAR WING TO THE FRONT, FOURTH SECTIONS, RIGHT—WHEEL, QUICK—MARCH?"

A. It will move to the rear of the third section of the right centre company, and will follow in rear of the left centre company when it passes them.

[*F. Ex., Pt. IV., S. 21.*]

Q. When a column takes ground to a flank by the echelon march of sections, how should the covering and distance of companies be preserved, and who is responsible for the direction?

A. The leaders of companies keep their covering on the leading flank of the leading company, and preserve their distances from the companies next in front of them. The leader of the leading company takes up points in the diagonal direction to march on.

[*F. Ex., Pt. IV., S. 22.*]

Q. When a column takes ground to the reverse flank in fours, what are the positions of the company officers?

A. The captains remain on the pivot flank, and the lieutenants move up and lead, unless the movement is to be of long duration, in which case the captain may be ordered to lead, and the lieutenants fall back to their places on the reverse flank.

[*F. Ex., Pt. IV., S. 23.*]

Q. When a column takes ground to a flank in fours, where are the company leaders posted?

A. On the flank of their companies nearest the company of direction.

[*Idem.*]

Q. If a column taking ground to a flank by fours be ordered to close to less distance, or to open out to greater distance, from any named company, where will the company leaders place themselves during the movement?

A. If not there already, they will change to the flank of the leading fours nearest the named company. [*F. Ex., Pt. IV., S. 24.*]

(5.) *Formations of Column from Line.*

Q. If a battalion in line be ordered to wheel back into open column right or left in front, on what word will the officer on the left of the line fall back into the supernumerary rank?

A. On the caution. [*F. Ex., Pt. IV., S. 26.*]

Q. When a line is ordered to wheel back into open column from the halt, how does the colour party act on the words, "RIGHT ABOUT—FACE?"

A. If the column is to be right in front, it faces to the right; if left in front, to the left, and disengages to the rear. [*Idem.*]

Q. When a line wheels back into open column, how should the colour party act on the words, "RIGHT—WHEEL, QUICK—MARCH?"

A. Wheel to the right and move to its place in column. [*Idem.*]

Q. When a line advancing or retiring wheels into column on moveable pivots, how should the colour party act?

A. Wheel independently, and move by the shortest line to its position in column.

[*F. Ex., Pt. IV., S. 27.*]

Q. When a battalion in line is to move in column from a flank along the rear, how should the supernumerary rank act on the caution?

A. Close to one pace from the rear rank. [*F. Ex., Pt. IV., S. 28.*]

Q. When a line moves from a flank in open column along the rear, where are the captains placed in the column?

A. If the movement be from the right, they are on the right of companies; if from the left, on the left. In both cases they remain until ordered to change. [*F. Ex., Pt. IV., S. 28.*]

Q. When a line moves in open column of subdivisions or sections from a flank along the rear, which of the subdivisions or sections of each company should be led by its captain?

A. The front subdivision or section. [*Idem.*]

Q. If a line advances from the right in open column of companies, when should the captain of the right company change his flank, and how should the captain of No. 2 act as he does so?

A. The captain of the right company should change on the caution, the captain of No. 2 falling to the rear.

[*F. Ex., Pt. IV., S. 29.*]

Q. If a line advances in open column of companies from the left, how do the captains act?

A. Remain in their places, and move with their companies. [*Idem.*]

Q. When a line receives the caution, "TWO CENTRE SUBDIVISIONS, TO THE FRONT, REMAINING SUBDIVISIONS ON THE MOVE, INWARDS—WHEEL," where do the supernumerary rank, the colour party, and the officers place themselves?

A. The supernumerary rank takes two paces to the front, and the colour party steps back two paces. The captains of the right and left centre companies move out and place themselves, the former in front of the left file of his right subdivision, the latter in front of the right file of his left subdivision. The remaining captains and lieutenants stand fast.

[*F. Ex., Pt. IV., S. 30.*]

Q. When a line advances in double column of subdivisions from the centre, when do the leaders take post on the outward flanks of subdivisions?

A. During the wheel of the subdivisions from line. [*Idem.*]

Q. Where are the captains, lieutenants, and colour party placed in a double column of subdivisions?

A. The captains lead the leading subdivisions of companies, the lieutenants the rear subdivisions. The colour party marches in rear of the centre of the leading subdivisions. [*Idem.*]

Q. When a line is to advance in double column of companies, what officers move on the caution?

A. The captain of the left centre company changes his flank, the captain of the company next on his left falling to the rear. [*Idem.*]

Q. How should the supernumerary rank act when a line receives the command to retire from a flank, or from both flanks in rear of the centre?

A. It should take two paces to its front. [*F. Ex., Pt. IV., S. 31.*]

Q. When a line retires by companies from the left in rear of the right, how should the captains be placed during the movement?

A. They fall to the rear on the caution, and as the companies move along the rear they lead on the inner flank. When they reach the left of the right company, and wheel in succession to the rear, the captains change their flanks, so that when the column fronts they may be on the pivot flank. The captain of No. 1 company changes to his proper flank in column as he orders his company to face to the right about. [*F. Ex., Pt. IV., S. 31.*]

Q. When a line retires from a flank, or from both flanks, in rear of the centre, how should the colour party move?

A. Independently, as a company, if the movement be from a flank; if from both flanks in rear of the centre, it will face about with the centre subdivisions, take three paces forward, and step off on the words, "QUICK—MARCH." [*Idem.*]

Q. When a battalion retires by subdivisions or sections, from either flank in rear of the other, which subdivision or section of each company is to be led by the captain?

A. The last subdivision or section in retiring, so that when the column is halted and fronted the captain will be found at the head of his company. [*Idem.*]

Q. When, in retiring from both flanks in rear of the centre, the subdivisions commence their second wheel into double column, how should the leaders act?

A. Change their flanks by the rear. [*Idem.*]

Q. When a line receives the caution to form column in front or rear of a named company, how should the supernumerary rank act?

A. Take two paces to the front. [*F. Ex., Pt. IV., S. 32.*]

Q. When a line forms column in front or rear of the right company, where will the captain of that company place himself on the caution?

A. If in front, he will stand fast; if in rear, he will change to the left flank of his company. [*Idem.*]

Q. When a line forms column in front or rear of the left company, where will the captain of that company place himself on the caution?

A. If in front, he will move to the left flank; if in rear, he will stand fast. [*Idem.*]

Q. When column is to be formed from line on a central company, does the captain of the named company change his flank on the caution?

A. If the column is to be right in front, he does; if left in front, he stands fast. [*Idem.*]

Q. When a battalion in line is ordered to form column on the

left company, do the captains of the remaining companies change their flanks, and when?

A. They change their flanks on the caution. [*F. Ex., Pt. IV., S. 32.*]

Q. In forming column from line on a named company, how should the colour party face on the words, "REMAINING COMPANIES, FORM FOURS—RIGHT (LEFT or INWARDS)?"

A. If on a company in the right wing, they should face to the right, and *vice versa*. [*Idem.*]

Q. When column is formed from line on a named company, how should the colour party march to its place, and when should the lieutenants move to their places in column?

A. The colour party marches independently by files, and the lieutenants move to their places during the formation. [*Idem.*]

Q. In forming a double column from line, how should the colour party act on the caution?

A. It should step back two paces. [*Idem.*]

Q. In forming a double column from line, when should the captain of the left centre company move to the left of his company or right subdivision?

A. After ordering the centre companies or subdivisions to close inwards, to fill up the space vacated by the colours. [*Idem.*]

(6.) *Formation of Line from Column.*

Q. If a column right in front, halted, is ordered to form line on its leading company, do the captains remain on the left of their companies?

A. No; they change their flanks on the caution.

[*F. Ex., Pt. IV., S. 33.*]

Q. When line is formed from column on the rear company, the remaining companies being first faced about, and then wheeled four paces on their right backwards, if right is in front, and on their left backwards, if left is in front, what is the position of the captain of each company?

A. He remains on the pivot flank. [*Idem.*]

Q. When, in forming line on the leading company of a column halted, the remaining companies have wheeled back into echelon, where should their captains be placed?

A. On the inward flanks. [*Idem.*]

Q. In forming line on the leading company of an open column, how should the colour party move to its place, and by whom should it be dressed in line?

A. It will move up independently in echelon, and will be dressed by the captain of the centre company which arrives in line after it.

[*Idem.*]

Q. When an open column forms line on its leading company, when will the supernumerary rank of each company step back to its distance ?

A. As the company next on its outward flank receives the command, "*Right (or left)—wheel.*" The supernumerary rank of the company which wheels into line last will step back when the word "*Dress*" is given. [*F. Ex., Pt. IV., S. 33.*]

Q. If line is formed on a central company from column, whether right or left in front, where will the captain of the named company place himself to dress his company ?

A. On its right.

[*Idem.*]

Q. When an open column right in front forms line on the leading company on the march, when will the captain of that company change his flank ?

A. As he halts his company.

[*Idem.*]

Q. When an open column is ordered to form line on its leading company on the march, will the captains of the remaining companies, on receiving the command, "*RIGHT (or LEFT)—WHEEL,*" continue to march on the same flank of their company as when in column ?

A. No ; they will change their flanks by the rear on the word "*WHEEL.*"

[*Idem.*]

Q. When an open column retiring is ordered to form line on the leading company, will the captains, on receiving the command, "*RIGHT (or LEFT)—WHEEL,*" continue on the same flank as when in column ?

A. They will.

[*Idem.*]

Q. When an open column is to form line to the reverse flank, when do the captains change their flanks ?

A. On the caution.

[*F. Ex., Pt. IV., S. 35.*]

Q. When an open column marching is ordered to form line to the reverse flank, the leading company being directed to wheel less than the quarter circle, and the remaining companies to change their direction so as to march on a line parallel to the new alignment, will the captains change flanks before their companies wheel into the new direction ?

A. No ; they will remain on the original pivot flank until their companies change direction, after which they will move across by the rear during the wheel.

[*Idem.*]

Q. During the formation of line to the reverse flank from column, when should the supernumerary rank of the companies in line step back to their distance ?

A. In succession, as the rear of the column passes clear of them.

[*Idem.*]

Q. When a double column forms line to the front on the two

centre subdivisions, where will the subdivision leaders place themselves during the echelon march of the subdivisions?

A. They will cross by the rear during the wheel, and place themselves on the inner flanks of their subdivisions.

[*F. Ex., Pt. IV., S. 36.*]

Q. When a double column forms line to the front, where should the captains of the two centre companies place themselves to dress their men?

A. One on each side of the centre serjeant. [*Idem.*]

Q. When a battalion marching in double column of subdivisions is ordered to form line to the right, where will the subdivision leaders of the left wing place themselves as the right wing receives the command, "RIGHT—WHEEL INTO LINE?"

A. On the right of their subdivisions. [*F. Ex., Pt. IV., S. 37.*]

Q. When line is formed from subdivisions or sections, where do the leaders of the rear subdivisions or sections remain when their men wheel into line, and when do they fall in in their places in the supernumerary rank?

A. If the subdivisions or sections wheel simultaneously into line, the leaders, whose place is in the supernumerary rank, will take their places on the words, "RIGHT (or LEFT)—WHEEL INTO LINE." If the subdivisions or sections wheel into line in succession, the leaders will remain in rear when their men wheel into line, and take their places in the supernumerary rank, after giving the words, "*Halt—dress up.*" [*Idem.*]

(7.) *Deployments.*

Q. When a close or quarter distance column receives the caution, "DEPLOY ON THE LEADING—COMPANY," where does the captain of that company place himself to dress his men?

A. On the flank of his company nearest the point of appui.

[*F. Ex., Pt. IV., S. 38.*]

Q. When a column is to deploy on its leading company, where does the captain of the second company from the front place himself on the words, "FORM FOURS—RIGHT (or LEFT)?"

A. He takes a pace to his front, and faces about. [*Idem.*]

Q. On the caution being given to a column, "DEPLOY ON THE REAR COMPANY," where do the captains place themselves?

A. The captain of the rear company stands fast; the remaining captains change flanks.

[*F. Ex., Pt. IV., S. 39.*]

Q. When a column is ordered to deploy on the rear company, where will the captain of the second company from the rear place himself on the words, "FORM FOURS—RIGHT (or LEFT)?"

A. He will take one pace to his front, and face about. [*Idem.*]

Q. When a column is ordered to deploy on a central company, what captains change their flanks on the caution?

A. The captains in front of the named company.

[*F. Ex., Pt. IV., S. 40.*]

Q. When a double column deploys, from which flank should both subdivisions of each company be dressed by its captain as they arrive in line?

A. From the inner flank.

[*F. Ex., Pt. IV., S. 42.*]

Q. When a double column is to deploy to one flank on the rear subdivision of one of its wings, how should the subdivision leaders of that wing act on the caution?

A. The captains and lieutenants will change places.

[*Idem.*]

Q. In deploying, when should the supernumerary ranks of companies step back to their distance?

A. If on a front company, as the rear of each is cleared by those which are deploying; if on a rear company, as each halts in line.

[*F. Ex., Pt. IV., S. 38, 39.*]

Q. In deploying, how should the colour party act, and by whom should it be dressed in line?

A. It should deploy independently and be dressed in line by the captain of the company which deploys after it.

[*Idem.*]

(8.) *Squares.*

Q. In forming square on the leading company of an open column halted, where should the captain and supernumeraries of that company run to on the words, "QUICK (or DOUBLE) — MARCH?"

A. To the rear of No. 2.

[*F. Ex., Pt. IV., S. 44.*]

Q. In forming square on the leading company of a column, when should the captain and supernumeraries of the two rear companies run into the square?

A. As the third company from the rear receives the words, "*Sections — outwards.*"

[*Idem.*]

Q. How should the colours move in forming square on the leading company of an open column?

A. They should incline towards the centre of the company they are following, and on the words, "*Sections — outwards,*" wheel to the right (or left), and halt in rear of the pivot subdivision.

[*Idem.*]

Q. In forming square on the rear company of a column halted, when should the captains and supernumeraries of the companies composing the front and rear faces run into the square?

A. Those of the rear face on the words, "QUICK (or DOUBLE) — MARCH;" those of the front face as the third company from the front receives the command, "*Front — turn, Sections — outwards.*"

[*Idem.*]

Q. How should the colours move in forming square on the rear company?

A. They should incline towards the centre of the right centre company, turn to the front with it, and wheel to their places in rear of the pivot subdivision. [*F. Ex., Pt. IV., S. 44.*]

Q. In forming square on the leading company of a column advancing or retiring, when should the captain and supernumeraries of that company run to the rear of the second company?

A. As the leading company halts. [*Idem.*]

Q. How should the colour party act on the caution to form square from quarter distance column?

A. They should move to the centre of the company they are following if in motion, or close to that place if halted. [*Idem.*]

Q. If a square is ordered to re-form column, when will the captains run out and take up their covering on the pivot flanks of their companies?

A. The instant the words, "QUICK—MARCH," are given. [*Idem.*]

(9.) *Echelon Movements.*

Q. When a line wheels into echelon of companies, to which flanks will the captains change, if not there already?

A. To the named flanks. [*F. Ex., Pt. IV., S. 53.*]

Q. When a line takes ground to either flank in echelon of subdivisions or sections, will the captains change their flanks?

A. No; they will retain the places they occupy in line. [*Idem.*]

Q. In oblique echelon, how should the colours and centre sergeants be formed?

A. As a section by themselves. [*Idem.*]

Q. If a battalion standing in echelon of companies receives the command, "RE-FORM—LINE," where will the captains place themselves?

A. They will take one pace to their front, and face towards their companies. [*F. Ex., Pt. IV., S. 54.*]

Q. If a battalion in echelon of companies be ordered to wheel back into line from the halt or on the march, when will the captains resume their proper places in line?

A. If from the halt, the captains will take their places in line after dressing their companies and giving the words, "Eyes—front." If on the march, the captains will move to their places, if not there already, on the word "FORWARD." [*Idem.*]

Q. When an oblique echelon wheels back into line, with which of the centre companies should the colour party dress?

A. With the company that wheels back to it from echelon. [*Idem.*]

Q. When an oblique echellon forms line on the leading company, by what captain should the colour party be dressed?

A. By the captain of the company which wheels upon it into line. [*F. Ex., Pt. IV., S. 55.*]

Q. If a line be ordered to change front on a flank company, where should the captains place themselves on the caution?

A. If the named company is on the left of the battalion, the captains should change their flanks; but if on the right, they should stand fast. [*F. Ex., Pt. IV., S. 56.*]

Q. When a line is required to change front on a flank company, by throwing back the rest of the battalion, how should the colour party move, and by whom should it be dressed in line?

A. As an independent section in the echellon, it should be dressed by the captain of the company that wheels upon it into line. [*F. Ex., Pt. IV., S. 57.*]

Q. If a line be ordered to change front on a centre company, or on the two centre companies, what captains change their flanks on the caution?

A. The captains whose position in line is on the right of the company or companies of formation. [*F. Ex., Pt. IV., S. 58.*]

Q. Describe the position of the captains when a battalion advances or retires in direct echellon of companies at wheeling distance from a flank.

A. If from the right, the captains remain on the right of their companies; if from the left, they change to the left of their companies on the caution, and remain on that flank during the movement. [*F. Ex., Pt. IV., S. 59.*]

Q. When a battalion retires in direct echellon, should the captains be in line with the front or rear rank?

A. With the rear rank. [*Idem.*]

Q. When a direct echellon forms line to a flank, should the captains change flanks on the caution?

A. Yes. [*F. Ex., Pt. IV., S. 60.*]

SECTION IV.

THE QUEEN'S REGULATIONS AND ORDERS FOR THE ARMY RELATING TO THE DUTIES AND CONDUCT OF A SUBALTERN OFFICER—THE MUTINY ACT AND ARTICLES OF WAR NECESSARY FOR THE PERFORMANCE OF COURT-MARTIAL DUTY.

THE DUTIES AND CONDUCT OF A SUBALTERN OFFICER.

(1.) *General Duties, Rank, Honours, &c.*

Q. In what order are officers to take their tour of all military duties?

A. From the senior downwards. [*Q. Reg., Duties of Officers.*]

Q. Are officers on the inlying piquet liable to be relieved, and to be employed on other duties?

A. They are. [*Idem.*]

Q. If an officer's tour of duty happen when he is on the inlying piquet, what takes place?

A. He is to be relieved, and to go upon the duty, and his tour upon piquet is to pass him. [*Idem.*]

Q. If an officer's tour for piquet, general or garrison court-martial, or fatigue, happen when he is upon any other duty, is he to make good that piquet, court-martial, or duty of fatigue?

A. No; his tour is to pass. [*Idem.*]

Q. If an officer be upon a general or garrison court-martial, or duty of fatigue, when his tour of guard or detachment happens, is he to make good such guard or detachment?

A. No; his tour is to pass him. [*Idem.*]

Q. May members of courts-martial quit the station where the court-martial has been held before the sentence has been made known, although they may have returned to duty with their corps?

A. Not without special authority. [*Idem.*]

Q. If a court-martial be dismissed without trying any person, will that court-martial count as a tour of duty to the officers composing it?

A. Not unless the members have been assembled and sworn. [*Idem.*]

Q. May an officer who has been detailed for duty exchange his duty with another?

A. Not without leave of the commanding officer of his regiment and other authority by which he was placed on duty.

[*Q. Reg., Duties of Officers.*]

Q. Are officers detailed for detachment, guard, picket, or fatigue, entitled to count such tour, if the duty be not actually performed?

A. Not unless the detachment, guard, picket, or fatigue party has marched off the ground where it may have been ordered to parade.

[*Idem.*]

Q. To whom do all commands in the army belong?

A. To the senior officer, whether of cavalry, artillery, engineers, infantry, or marines.

[*Q. Reg., Command.*]

Q. When regiments or detachments are united, who is to command the whole?

A. The senior officer by brevet or otherwise.

[*Idem.*]

Q. In case two commissions of the same date interfere, how is seniority to be decided?

A. By a retrospect to former commissions.

[*Idem.*]

Q. Have regimental staff officers or officers of the civil departments any claim to military command?

A. No.

[*Idem.*]

Q. Describe how officers whose swords are not drawn are to salute.

A. By bringing up the right hand to the forehead horizontally, on a line with the eyebrow. They are not to take off hats.

[*Q. Reg., Honours and Salutes.*]

Q. How are officers attending funerals or in mourning to be dressed?

A. When in uniform they are to wear a piece of black crape round the left arm, above the elbow.

[*Q. Reg., Honours at Funerals.*]

Q. When troops are in the field, to what points should the unremitting attention of all officers be given?

A. They should make themselves acquainted with the nature of the country in the vicinity of the camp, with the roads, passes, bridges, and defiles, &c., and particularly with the outposts.

[*Q. Reg., Staff Officers.*]

Q. How may officers acquire a knowledge of the features, &c., of the country in the vicinity of their camp?

A. By maps, acquired local information, and unremitting activity and observation.

[*Idem.*]

Q. Are all officers bound to obey orders received through staff officers?

A. Yes; such orders are to be obeyed with the same readiness as if received personally from the general officers to whom such staff officers are attached.

[*Idem.*]

Q. What orders exist as to trespassing on lands and manors?

A. The regulations and orders for the army prohibit officers

and soldiers from encroaching on manors, interfering with manorial rights of individuals, or trespassing on the grounds of farmers.

[*Q. Reg., Staff Officers.*]

(2.) *Commissions.*

Q. To whom are officers on joining a regiment or depot to report themselves?

A. They are to report themselves personally to the commanding officer, and to give notice of their arrival personally or in writing to the adjutant.

[*Q. Reg., Commissions.*]

Q. When an officer joins a garrison or military station, to whom should he report himself?

A. The same rule is to be observed as on joining a regiment. [*Idem.*]

Q. To whom are all applications regarding regimental appointments, promotions, exchanges, &c., to be transmitted?

A. To the military secretary through the commanding officer.

[*Idem.*]

Q. How soon should officers who exchange or are removed from one regiment to another, who obtain promotion in another corps or are appointed from half pay, join the regiment to which they are appointed?

A. As soon as possible.

[*Idem.*]

Q. Is an officer who is under orders for foreign service permitted to exchange to another regiment?

A. Not except on the ground of extreme ill health.

[*Idem.*]

Q. Are officers who give in the resignation of their commissions at liberty to quit their regiments?

A. Not until they receive permission for that purpose.

[*Idem.*]

Q. Within what period is a young officer to qualify himself for the rank of lieutenant, and to be examined as to his fitness?

A. Before he has completed eight months' service.

[*Idem.*]

Q. Should an officer be taken prisoner of war, what investigation will be made into the circumstance?

A. A court of inquiry will investigate the matter, and record its opinion whether his capture is to be attributed to the chance of war or to unofficerlike conduct on his part.

[*Q. Reg., Prisoners of War.*]

(3.) *Correspondence.*

Q. When officers make written reports or applications, what are they to specify under their signatures?

A. Their rank and the numerical or other title of the regiments to which they belong.

[*Q. Reg., Correspondence.*]

Q. To whom must all applications from regimental officers be in the first instance submitted?

A. To their commanding officers. [Q. Reg., Correspondence.

Q. State generally the orders of the service regarding official letters and enclosures.

A. Official letters are to contain in themselves full information upon the subject to which they relate. Each letter is to refer to one subject only. Letters which are not on the public service are not to be enclosed in official covers. In cases where it may be necessary to transmit, with official letters, other statements to which they refer, such documents are, when practicable, to be annexed as copies on the sheet of paper which contains the official letter. When additional papers are transmitted, blank appendages are to be separated. [Idem.

Q. What order exists as to acknowledging receipt of official letters containing orders from headquarters?

A. They are to be acknowledged by first opportunity. [Idem.

Q. What are the regulations as to forwarding medals by post?

A. The letters are to be registered, the expense being charged in the regimental accounts. [Idem.

(4.) *Leave of Absence.*

Q. Is an officer who, when on leave of absence from a foreign station, exchanges to another regiment or to half pay, or retires from the service, held liable to pay the expense of the passage of his successor to the service companies?

A. Yes. [Q. Reg., Leave of Absence.

Q. In case of unavoidable circumstances occurring, which prevent an officer joining his regiment within the period of his leave of absence, what must he be prepared to do on his return?

A. To give the most satisfactory explanation of the circumstances, supported by proper vouchers. [Idem.

Q. Are officers who have obtained leave of absence from abroad permitted to renew their applications for further indulgence?

A. Not except on the ground of ill health, which is to be properly certified, or of the extreme urgency of their private affairs. [Idem.

Q. What are officers to do when prevented by ill health from joining their regiments?

A. To transmit to the commanding officer certificates according to prescribed form, so as to arrive at the quarters of the regiment before the expiration of the leave. When practicable, the certificates must be signed by a military medical officer. [Idem.

Q. On what day must all officers returning from leave of absence be present with their regiments?

A. On the day on which their leave terminates.

[*Q. Reg., Leave of Absence.*

Q. What must all officers, on rejoining their regiments, do with reference to orders issued during their absence?

A. They must make themselves acquainted with them. [*Idem.*

Q. When an officer obtains leave of absence, to whom must he report his address?

A. To the regimental agents and the adjutant. [*Idem.*

Q. Should an officer on leave of absence be promoted or removed to another regiment, is his leave of absence affected by such promotion or removal?

A. It is cancelled, and a renewal can only be obtained by a fresh application. [*Idem.*

Q. Are officers permitted to quit the kingdom?

A. Not without Her Majesty's permission, except on duty or for the purpose of joining their regiments. [*Idem.*

Q. When an officer desires permission to quit the kingdom, to whom must he apply, and what information must he furnish?

A. To the adjutant-general, stating the place to which he is desirous of proceeding, and the period during which he may wish to remain abroad. [*Idem.*

Q. Is an officer permitted to accept a foreign order, or wear the insignia thereof?

A. Not without Her Majesty's permission. [*Idem.*

(5.) *Ammunition.*

Q. What are the regulations regarding the issue of ammunition from the regimental magazine?

A. It is to be issued by the quartermaster himself to the officers commanding companies, who are to give receipts for the same.

[*Q. Reg., Ammunition.*

Q. To guard against mistakes, how are the ball and blank cartridges made up?

A. Ball, in white or whited brown paper; blank, in blue paper.

[*Idem.*

Q. Who are responsible for the due preservation of service ammunition in the men's possession?

A. Officers commanding companies, under the superintendence of the commanding officer. [*Idem.*

Q. How often and by whom is the ammunition in the men's possession to be inspected?

A. At each parade, by the officer commanding the company. [*Idem.*

Q. Before blank ammunition is issued to soldiers, what precautions must be taken ?

A. Officers commanding companies must ascertain that no ball ammunition remains in the pouches. [Q. Reg., *Ammunition*.]

(6.) *Interior Economy of Regiments.*

Q. To whom should all young and unexperienced officers look for advice in cases of difficulty ?

A. To their commanding officer. [Q. Reg., *Interior Economy*.]

Q. What do the regulations point out as the course to be followed when cases of dispute arise between officers ?

A. To make the commanding officer the arbiter. [Idem.]

Q. How are officers recommended to receive the decision of the commanding officer in cases of difficulty and dispute ?

A. It should be assented to, and his disposal of the question considered final. [Idem.]

Q. What are the regulations of the service regarding gambling and practical jokes amongst officers ?

A. Officers are not permitted to play for high stakes ; and any approach to what are termed practical jokes is to be checked at once. [Idem.]

Q. For what post should subaltern officers be encouraged to qualify themselves ?

A. That of adjutant. [Idem.]

Q. After what service is an officer expected to be capable of commanding a troop or company in every situation, and to be acquainted with its interior management, economy, and discipline ?

A. After two years' service and doing duty with his corps. [Idem.]

Q. In addition to ordinary drill, what must every officer go through before he can be dismissed ?

A. A course of musketry instruction. [Idem.]

Q. What course do the regulations prescribe when officers are, from incapacity or habitual inattention, deficient in their duties, or indisposed to give to the commanding officer the support which he has a right to expect, or are conducting themselves in a manner injurious to the credit of the corps ?

A. They are to be reported to the military secretary. [Idem.]

Q. What penalties attach to misconduct, neglect, or ignorance of duty, on the part of officers ?

A. Suspension of promotion until a further report shall declare the officer to have proved himself equal to the performance of his duties, and free from cause of censure,—or removal from the service in the event of continued incapacity. [Idem.]

Q. What should all officers bear in mind with reference to the screened existence of crime ?

A. That it is the absence, and not the screened existence of crime which is the criterion of discipline. [*Q. Reg., Interior Economy.*]

Q. What is laid down in the regulations as to the treatment of first offences committed by soldiers, if not of an aggravated character ?

A. Mild reproof and admonition are to be tried, and punishment is not to be resorted to until a repetition of the offence shall have shown that the milder treatment has not been productive of the desired effect. [*Idem.*]

Q. To what extent may the power of ordering punishment for minor offences be delegated to officers commanding companies ?

A. They may be authorized to award punishments not exceeding three days' confinement to barracks. [*Idem.*]

Q. When the officer commanding a company awards a soldier punishment, by what means is such punishment to be brought under the notice of the commanding officer ?

A. It is the duty of the officer to insert the punishment himself in the company's defaulter book. [*Idem.*]

Q. When the commanding officer investigates a complaint against a soldier, in whose presence must such investigation be made ?

A. In the presence of the officer commanding the company, the adjutant, and the prisoner. [*Idem.*]

Q. Should all offences investigated by the commanding officer be recorded in the company's defaulter book, whether the offender be reprimanded or punished ?

A. They should. [*Idem.*]

Q. When soldiers are placed under restraint, are they to be permitted, whilst under examination or trial, to wear their caps or hold them in their hands ?

A. No ; they are to be deprived of their caps and any other articles they can make use of as missiles. [*Idem.*]

Q. What offences are to be recorded in the regimental defaulter book ?

A. All which are considered deserving of a more severe punishment than a week's confinement to barracks. [*Idem.*]

Q. Is confinement to the black hole or cells, or stoppage of pay for absence, to be considered of the description of punishment which must be recorded in the regimental defaulter book ?

A. Yes. [*Idem.*]

Q. Up to what period does all confinement to barracks carry drill with it ?

A. Up to fourteen days. [*Idem.*]

Q. In what order must the men be when undergoing defaulter drill ?

A. Marching order.

[*Q. Reg., Interior Economy.*

Q. Are defaulters to be required to bring up those portions of their punishment which may have passed them, or which they may have escaped by having been in hospital or employed on duty?

A. No.

[*Idem.*

Q. To what extent is the power of awarding punishment vested in a commanding officer by the Queen's Regulations, for offences which are not deemed of a sufficiently serious nature to be brought under the cognizance of a court-martial?

A. 1. *Imprisonment*, with or without hard labour, or with or without solitary confinement, for any period not exceeding one hundred and sixty-eight hours; and in addition to, or instead of such imprisonment or other punishment which the commanding officer has the power to inflict, men who absent themselves without leave, for any period not exceeding five days, may be *deprived of their pay* for the day or days of such absence.

2. *Confinement to the black hole* for any period not exceeding forty-eight hours.

3. *Confinement to barracks* for any period not exceeding one month, taking all duties in regular turn, attending parades, and being further liable to be employed in duties of fatigue at the discretion of the commanding officer.

[*Idem.*

Q. Do men imprisoned by order of their commanding officer forfeit their service for the day or days of such imprisonment?

A. They do.

[*Idem. Art. War, Courts-Martial.*

Q. Under what circumstances have soldiers, awarded punishment by the commanding officer, the right to demand trial by court-martial instead of submitting to the punishment?

A. Any soldier ordered by his commanding officer to suffer imprisonment or deprivation of pay, has a right to demand trial by court-martial, instead of submitting to such imprisonment or forfeiture.

[*Q. Reg., Interior Economy. Art. War, Crimes and Punishments.*

Q. How long may soldiers be kept in confinement without having their cases disposed of?

A. Not for a longer period than forty-eight hours, unless it be preparatory to bringing them to a court-martial.

[*Q. Reg., Interior Economy.*

Q. Does the act of placing arms in the hands of a prisoner for the purpose of attending parade, or of performing any duty, absolve him from trial or punishment for the offence he has committed?

A. It does, except in the case of a confession of desertion whilst serving.

[*Idem. Art. War, Crimes and Punishments.*

Q. When a soldier has been deprived of his arms, either prior to an investigation or during punishment, what must be obtained before his arms can be restored to him?

A. The permission of his captain or other superior officer.

[*H. G. Order, 7th Jan., 1862.*]

Q. For what description of cases should solitary confinement, and confinement to the black hole or cells, as much as possible be reserved?

A. Drunkenness, riot, violence, or insolence to superiors.

[*Q. Reg., Interior Economy.*]

Q. May solitary confinement, and confinement to the black hole or cells in aggravated cases, precede the further punishment of confinement to barracks, extra drills, and duties of fatigue?

A. Yes; provided the whole period of confinement, including the solitary portion, does not exceed one month. [*Idem.*]

Q. What amount of punishment drill may be inflicted at one time, or in any one day?

A. No punishment drill is to exceed one hour at a time, or four hours in the same day. [*Idem.*]

Q. Where should all punishment drill be carried on when troops are in barracks or in billets?

A. If in barracks, in the barrack yard; if in billets, the defaulters are to be marched out on one of the public roads, for the prescribed period, under charge of a non-commissioned officer. [*Idem.*]

Q. For what description of offences only may extra guards be awarded as a punishment?

A. For minor offences, or irregularities when on or parading for guard. [*Idem.*]

Q. If a soldier refuse to obey an order distinctly given, or resist the authority of a non-commissioned officer, how is he to be dealt with?

A. He is to be confined *without altercation*, and immediately reported to the officer commanding his company, or to the adjutant. [*Idem.*]

Q. Is the practice of proving soldiers, for the purpose of ascertaining whether they are drunk, permitted?

A. No. [*Idem.*]

Q. What are officers to avoid when reproving non-commissioned officers?

A. Reproving them in the presence or hearing of privates,—unless it shall be necessary for the benefit of example that the reproof be public, or that it shall have been provoked by repeated neglect or irregularity. [*Idem.*]

Q. May non-commissioned officers be subjected to minor punishments?

A. No.

[*Q. Reg., Interior Economy.*

Q. May corporals be sentenced to forfeit their claim to, or to be deprived of, good conduct pay?

A. Not except as a consequence of conviction by court-martial, or before a civil court or a magistrate. [*Idem.*

Q. Should the summary reduction of troop serjeant-majors or colour serjeants to the rank of serjeant, or the deprivation of lance serjeants or lance corporals of their acting rank, be recorded in the regimental defaulter book?

A. They are not of themselves circumstances to be so recorded.

[*Idem.*

Q. What are the regulations as to the manner of recording minor offences of non-commissioned officers?

A. All offences should be recorded in the company's defaulter book,—from which such only as are brought to trial should be transferred to the regimental defaulter book. [*H. G. Order, 22d Oct., 1861.*

Q. When it is necessary to confine non-commissioned officers, are they sent as prisoners to the guard room?

A. No; they are placed under arrest. [*Q. Reg., Interior Economy.*

Q. When a non-commissioned officer is tried and convicted of any offence, does the period of arrest count as service?

A. No.

[*Idem.*

Q. If a non-commissioned officer is reduced to the ranks, without further punishment, from what day is his service as private to reckon and be inclusive of?

A. The date of the president's signature to the proceedings of the court-martial. [*Idem.*

Q. From what day after release from imprisonment does a soldier's service reckon as good service?

A. From and inclusive of the day on which he enters on his duties. [*H. G. Order, 31st Dec., 1861.*

Q. When soldiers are, under prison regulations, released from imprisonment before the expiration of their sentences, how are they to be dealt with until the time of their sentences expire?

A. They are to be confined to barracks, and exempt from duty.

[*Idem.*

Q. May non-commissioned officers be permitted to escape trial by court-martial by resigning their situations?

A. Not except by the special sanction of the general commanding-in-chief. [*Q. Reg., Interior Economy.*

Q. Are non-commissioned officers permitted under any circumstances to resign their rank?

A. In occasional instances such resignations may be sanctioned on the authority of the general commanding the district or station.

[*Idem.*

Q. How should soldiers be dressed when they go out of barracks?

A. Except on duties of fatigue and occasions of recreation, they should be in full uniform with belts, and, at the option of the commanding officer, their shakos or forage caps.

[*Q. Reg., Interior Economy.*]

Q. May soldiers wear their greatcoats when off duty?

A. It is discretionary with commanding officers to give them permission to do so during the winter months.

[*H. G. Order, 24th Jan., 1862.*]

Q. May side arms be worn when off duty?

A. By serjeants only.

[*Q. Reg., Interior Economy.*]

Q. Are men who have made an improper use of their belts as weapons in brawls to be allowed to continue to wear them?

A. No.

[*Idem.*]

Q. What should be impressed upon the men with regard to their demeanour towards persons unconnected with the army?

A. The propriety of civility and courtesy towards all ranks and classes; and they should be admonished to pay proper deference to magistrates and civil authorities.

[*Idem.*]

Q. What mark of respect should be observed by soldiers before a magistrate or civil court of justice?

A. They should uncover.

[*H. G. Order, 6th August, 1860.*]

Q. Are commanding officers alone accountable for the maintenance of good order and the rules and discipline of the service?

A. All officers are at all times, and under all circumstances, accountable for the maintenance of good order and the rules and discipline of the service, and they are to afford, in these respects, the utmost aid to the commanding officer. [*Q. Reg., Interior Economy.*]

Q. Is it the duty of officers to take notice of, repress, and instantly report any negligence or impropriety of conduct in soldiers, whether on or off duty, although the offenders may not belong to their particular regiment or company?

A. It is.

[*Idem.*]

Q. When an officer draws billets for troops, how is he to be careful to assort them?

A. In such a manner as to render each company as contiguous as possible.

[*Idem.*]

Q. When a company goes into billets, how is the officer commanding it to dispose his men so that the officers and non-commissioned officers may more readily perform the duty of continual superintendence?

A. He is to dispose his men so that each squad shall be as contiguous as possible.

[*Idem.*]

Q. Who are responsible to the captain for the good order and regularity of the squads?

A. The subaltern officers to whom the squads are entrusted.

[*Q. Reg., Interior Economy.*]

Q. When soldiers are transferred from one company to another in the same regiment, should they take their arms and accoutrements with them?

A. Yes.

[*Idem.*]

Q. What number of men may be commanded by a serjeant when proceeding on any duty?

A. Twenty. Above that number the party must be commanded by an officer.

[*Idem.*]

Q. When an armed party under an officer is called out for the performance of any unusual duty, what should the officer make himself fully acquainted with?

A. With all orders and directions that bear on the service he may be called upon to perform.

[*Idem.*]

Q. What books is every officer required by regulation to furnish himself with?

A. The "Queen's Regulations and Orders for the Army," the "Field Exercise," and "Musketry Regulations."

[*Idem.*]

Q. What book are serjeants of infantry required to have in possession?

A. The "Field Exercise and Evolutions."

[*Idem.*]

Q. Are serjeants obliged to provide themselves with the Field Exercise book?

A. No; a copy is issued gratis to each.

[*H. G. Order, 20th Feb., 1862.*]

Q. What are the regulations as to the maintenance and inspection of the serjeants' Field Exercise books?

A. In case of accident or loss, the book is to be replaced at the expense of the serjeant. It is to be produced at all inspections. When a serjeant is discharged or removed he is to deliver his book to the officer commanding his company.

[*Q. Reg., Interior Economy.*]

Q. How often should officers' mess bills be settled?

A. Weekly.

[*Idem.*]

Q. Whether are the officers or the messman liable for outstanding claims against the officers' mess?

A. The officers.

[*Idem.*]

Q. To whom should officers address their applications when they desire to appeal against a charge for mess or band contributions?

A. To the military secretary, through the proper channel.

[*Idem.*]

Q. How are officers to be dressed when the sovereign is present?

A. In full dress.

[*Idem.*]

Q. When officers attend in uniform as spectators at the review of troops by a general officer, how should they be dressed?

A. In the uniform of their regiments, and not in blue frock coats or undress jackets. [Q. *Reg., Interior Economy.*

Q. Are officers permitted to make alterations or additions in their clothing or appointments?

A. Not unless sanctioned by authority. [Idem.]

Q. May officers appear in plain clothes in the vicinity of their camp or quarters?

A. No. [Idem.]

Q. Who is responsible for the safe keeping of the arms, accoutrements, ammunition, clothing, and other warlike stores of a company?

A. The captain. [Idem.]

Q. In the absence of the captain, on whom do all the duties and responsibilities of commanding the company devolve?

A. Upon the subaltern officer appointed to the temporary command, who is to receive all monies on account of the company, to take special care that such monies are expended in conformity with the regulations, and with due regard to the comfort and advantage of the soldier; and to be for the time responsible to the commanding officer for the good order and discipline of the company in every respect as if he were the captain. [Idem.]

Q. Who are responsible for the cleanliness of the men, as to their persons, clothing, arms, and accoutrements, as well as for the state of their barracks?

A. Officers commanding companies. [Idem.]

Q. In the absence of the captain, is the subaltern officer appointed to the temporary command of the company entitled to the contingent allowance?

A. He is. [Idem.]

Q. What should be printed or written on the cover of the pocket ledger?

A. The name, number, and regiment of the soldier to whom it belongs. [Idem.]

Q. What are the orders regarding the care and inspection of the soldier's pocket ledger?

A. It is always to be kept about his person, and to be produced at all inspections of necessaries. [Idem.]

Q. What entry regarding clothing is to be made in the pocket ledger?

A. All clothing issued to the soldier is to be noted in the space set apart for the purpose. [Idem.]

Q. What certificate is to be entered in the pocket ledger of a transferred soldier?

A. A certificate, signed by the commanding officer, detailing the soldier's previous service and the cause of transfer.

[H. G. Order, 19th Aug., 1861.]

Q. What entries in the soldier's pocket ledger should be signed by the officer commanding his company?

A. Service abroad, marriage, children, becoming non-effective, and next of kin. [Q. Reg., *Interior Economy*.]

Q. What entries in the pocket ledger are to be in the handwriting of the officer, as well as signed by him?

A. Promotion, wounds, and distinguished conduct. [Idem.]

Q. Should awards of medals, gratuities, or annuities be entered in the pocket ledger under the head "Distinguished himself?"

A. Not except medals granted in respect of war services by the British or a foreign government.

[Idem. *H. G. Order*, 25th March, 1862.]

Q. Should good conduct badges be entered in the pocket ledger under the head "Distinguished himself?"

A. No. [Q. Reg., *Interior Economy*.]

Q. Should a soldier deface or lose his pocket ledger, to what penalty is he liable?

A. To such punishment as may be awarded by a court-martial.

Q. May officers commanding companies grant passes to the soldiers under their command? [Idem.]

A. No. [Q. Reg., *Interior Economy*.]

Q. What men only may officers commanding companies recommend for the indulgence of sleeping out of quarters?

A. Such as have families, and are, together with their wives, of good character. [Idem.]

Q. May men married without leave be recommended for the indulgence of sleeping out of quarters?

A. No. [Idem.]

Q. May soldiers be recommended for passes to enable them to remain out after hours in, or in the neighbourhood of, the towns in which they are quartered?

A. Not except in cases of ascertained necessity. [Idem.]

Q. What are the regulations regarding gaming?

A. It is forbidden in camp, garrison, or cantonments. [Idem.]

Q. What are the regulations as to reading orders to the men?

A. All orders relating to them are to be read and explained by an officer of each company at three successive parades. [Idem.]

Q. May officers employ as servants soldiers of other regiments?

A. No. [Idem.]

Q. From what class of soldiers are servants to be selected?

A. From those who have done duty in the ranks at least two years, and are perfectly acquainted with their duty, and of good character. [Idem.]

Q. To what duties are officers' servants liable?

A. To perform their share of duty on any guard or other service on which the officer to whom they are attached is employed; to fall in with their companies at reviews, inspections, and field days; and to such drills as the commanding officer may judge necessary.

[*Q. Reg., Interior Economy.*]

Q. May soldiers be recommended for furloughs to enable them to act as servants?

A. No.

[*Idem.*]

Q. May a non-commissioned officer be employed in the officers' mess or otherwise, in any menial capacity?

A. No.

[*Idem.*]

Q. Are colour serjeants liable to be deprived of their badges by the commanding officer.

A. In case of misconduct they are.

[*Idem.*]

Q. What are the regulations regarding the duties of colour serjeants?

A. They are to attend the colours in the field; but this is not to interfere with the performance of their regimental and company duties. They are not to be detached from their companies, or to be employed on the recruiting service.

[*Idem.*]

Q. How often should the arms of each company be inspected by the armourer?

A. At least once in every three months.

[*Idem.*]

(7.) *Clothing and Appointments.*

Q. On what day of each year should the new clothing be issued?

A. On the 1st of April. [*H. G. Order, 28th August, 1861.*]

Q. How should the soldiers' ammunition boots be marked?

A. With his number.

[*Q. Reg., Clothing.*]

Q. Are the ammunition boots to be in all cases issued to the soldiers when due?

A. Not unless actually required for wear.

[*Idem.*]

Q. What is it the duty of officers commanding companies to do with regard to the issue of boots to the men as necessities?

A. So to regulate the renewal of this article of appointment, at the cost of the men, as to guard them from unnecessary expense. [*Idem.*]

Q. How should the shakos be worn?

A. Even on the men's heads, and brought well down on the forehead.

[*Idem.*]

Q. What are the regulations regarding the marking of accoutrements and appointments?

A. Each article is to be carefully marked inside with the number or appellation of the regiment.

[*Idem.*]

Q. How should the numbers of regiments be painted on knapsacks?

A. In Arabic numerals $1\frac{3}{4}$ inches in height, in the centre.

[*Q. Reg., Clothing.*]

Q. What is to be considered the only order for parade?

A. Marching order.

[*Idem.*]

Q. How are the greatcoats and mess tins to be carried in marching order?

A. The greatcoat folded at the back of the pack and the mess tin on the top of it.

[*Idem.*]

Q. How is the knapsack to be worn?

A. The upper edge on a level with the lower seam of the collar of the coat; the knapsack straps over the shoulder straps.

[*Idem.*]

Q. How is the haversack to be worn?

A. Across the right shoulder, over the accoutrements. When empty, the sack to rest on the left hip, the frog and scabbard hanging over it.

[*H. G. Orders, 5th Dec., 1857, and 10th Dec., 1859.*]

Q. How are the pouches and bayonet to be worn?

A. The larger pouch to hang about four fingers below the elbow; the small pouch in front on the right side; the bayonet on the left hip, and not too far to the front.

[*Q. Reg., Clothing.*]

Q. Whose duty is it to superintend the fitting of accoutrements?

A. That of officers commanding companies.

[*Idem.*]

Q. May officers direct belts to be cut when fitting accoutrements?

A. Not without the sanction of the commanding officer.

[*Idem.*]

(8.) *Service and Depot Companies.*

Q. May officers who return home from abroad on leave of absence join the depot?

A. Not unless ordered to do so through the adjutant-general.

[*Q. Reg., Service and Depot Companies.*]

Q. When must officers ordered home for the purpose of joining the depot proceed to the depot quarters?

A. On landing.

[*Idem.*]

Q. How are officers at the depot selected to fill vacancies with the service companies?

A. According to their position on the foreign service roster. As a rule, those who have been for the longest period at home, or absent from the service companies, are to be first on the roster.

[*Idem.*]

Q. In what manner are officers to be made aware of their position on the roster for foreign service?

A. As soon as they are appointed to the depot, they are to be

officially informed by the adjutant how they stand upon the roster, and when they will probably be required for embarkation.

[*Q. Reg., Service and Depot Companies.*]

Q. If an officer, on joining the depot, considers that he is placed out of his turn in the foreign service roster, when is it incumbent on him to question the correctness of the roster?

A. When officially informed by the adjutant how he stands upon it.

[*Idem.*]

Q. By whom are cases of difficulty regarding the position of officers on the foreign service roster decided?

A. By the inspector-general of infantry.

[*Idem.*]

Q. What are the regulations regarding minor punishments by officers commanding companies at a depot?

A. They are to be submitted for the sanction and advice of the senior officer of the depot, who, having approved or amended them, is to lay them before the commanding officer of the battalion in the usual manner.

[*Idem.*]

(9.) *Duties on the Line of March.*

Q. State generally the duty of officers on the line of march.

A. To exert attention and vigilance to maintain discipline and regularity; to preserve the compact order of the column, by not allowing irregular intervals, straggling, or falling out, except during periodical halts.

[*Q. Reg., Marches.*]

Q. May officers give men permission to quit the ranks on the march?

A. Only officers commanding companies.

[*Idem.*]

Q. Where should all officers remain when on the line of march?

A. Constantly with their divisions.

[*Idem.*]

Q. In selecting places for the halts, what should officers avoid?

A. Halting near public houses.

[*Idem.*]

Q. How should the men be employed after a march?

A. In putting their arms and appointments in order.

[*Idem.*]

Q. Are men permitted to leave their quarters after a march?

A. Not until able to appear properly dressed.

[*Idem.*]

Q. Are drunkenness or irregularities on a march to be considered as committed on duty?

A. Yes.

[*Idem.*]

Q. At what hour should marches commence?

A. At as early an hour as the season will admit.

[*Idem.*]

Q. What are the orders regarding evening parades on the march?

A. They should never be dispensed with if the weather permits.

[*Idem.*]

Q. What are the orders regarding alarm posts on the march?

A. They are to be invariably established. [*Q. Reg., Marches.*]

Q. Describe the duties of the officer in charge of a baggage guard.

A. He is to attach his men to the waggons so as to make them accountable that nothing is taken off; the men are never to put their arms on the waggons, but are to march by the sides with bayonets fixed. The officer is responsible that the drivers, and horses are not ill used, and that nothing is required of them to which they are not bound by act of parliament or agreement. At night, the waggons are to be parked, so as to occupy as little space as possible, and placed under the charge of sentinels. [*Idem.*]

Q. What weight of baggage is allowed for each company?

A. 18 cwt. if composed of more than 50 men; 12 cwt. if 50 or under. [*Q. Reg., Duties on Board Ship.*]

(10.) *Instructions for Officers on Duty—Divine Service.*

Q. When an officer proceeds on any service, what is he to record upon the order before delivering it as a voucher?

A. The time of receipt, conveyance adopted, and time of arrival.

[*Q. Reg., Instructions for Officers on Duty.*]

Q. Should officers travelling on duty without troops have routes?

A. It is not necessary. [*Q. Reg., Correspondence.*]

Q. When officers travel on duty by rail, what should they be prepared to produce to the booking clerk?

A. The order under which they proceed.

[*W. Office Circ., 20th August, 1862.*]

Q. At what rate are officers on duty to be conveyed by rail?

A. Not exceeding 2d. per mile. [*Idem.*]

Q. At what rate is their baggage to be conveyed?

A. $\frac{1}{4}$ d. for every pound in excess of 100 lbs. [*Idem.*]

Q. What should accompany claims for travelling expenses?

A. A copy of the order. [*Q. Reg., Instructions for Officers on Duty.*]

Q. Does an officer who, when proceeding on duty, receives leave of absence, forfeit his claim to travelling allowance?

A. He does. [*Idem.*]

Q. When soldiers of any persuasion are marched to their place of worship by an officer, is it the duty of the officer to remain present throughout the service?

A. It is. [*Q. Reg., Divine Service.*]

(11.) *Arrest of Officers.*

Q. Has an officer who may be placed in arrest a right to demand a court-martial upon himself?

A. He has not. [*Q. Reg., Courts-Martial.*]

Q. Has an officer who may be placed in arrest a right to persist in considering himself under arrest, or to refuse to return to his duty, after he shall have been released by proper authority?

A. He has not.

[*Q. Reg., Courts-Martial.*

Q. If an officer conceive himself to have been wrongfully put in arrest, or otherwise aggrieved, what remedy is open to him?

A. He may prefer a complaint in the manner pointed out by the Articles of War.

[*Idem.*

Q. What is meant by close arrest?

A. An officer under close arrest is not permitted to leave his quarters or tent.

[*Idem.*

Q. If an officer be placed in arrest at large, what degree of restraint is implied?

A. He may be permitted by superior authority to take exercise within defined limits—viz, not beyond the barracks; or if in camp, not beyond the quarter guard, and then only at stated periods. He cannot dine at his own or any other mess; nor is he to appear at any place of amusement or public resort; and is on no account to quit his room or tent dressed otherwise than in uniform, without his sash and sword.

[*Idem.*

(12.) *Barracks.*

Q. What are the regulations regarding the arrangement of the iron bedsteads in the barrack rooms of the men?

A. They are to be turned up every morning at an early hour, and removed one foot from the wall. Care is to be taken that the legs of the bedsteads are placed so as to rest perpendicularly on the ground, otherwise they may become broken or bent.

[*Q. Reg., Barracks.*

Q. Describe how the paillasse, blankets, sheets, and rug, are to be disposed of during the day.

A. The paillasse is to be rolled up in a circular form, and the blankets and sheets neatly folded up and laid on the top; the whole to be bound round the centre by a strap. When thus rolled up, the bedding is to be placed about two inches from the head of the bedstead, which is to be doubled back; the rug is to be placed on the extreme end of the bedstead, so as to admit of soldiers sitting thereon during the day. The rug is to be folded round the blankets of such bedding as may not be in use.

[*Idem.*

Q. Are soldiers permitted to lie upon the bedsteads during the day?

A. No.

[*Idem.*

Q. Is the washing of clothes permitted in the men's rooms?

A. Neither washing of clothes nor any employment which may tend to prevent cleanliness in the rooms is permitted.

[*Idem.*

Q. How often is it necessary that the floors of the barrack rooms should be washed?

A. Not oftener than once a-week. [Q. Reg., Barracks.]

Q. By whom is the barrack-master to be accompanied during the inspection of barrack rooms, and by whom should the correctness of the list of damages be attested?

A. By captains or officers commanding companies. [Idem.]

Q. Are officers or soldiers permitted to make alterations or repairs in barrack rooms or buildings?

A. No. [Idem.]

Q. Is the indiscriminate admission of strangers into barracks permitted?

A. No stranger is to be introduced within any barrack except by some person having authority therein. [Idem.]

Q. For what is the person who introduces a stranger into barracks responsible?

A. That such stranger does not bear a character otherwise than respectable. [Idem.]

Q. What are the regulations as to the occupation of an extra room by officers?

A. The applications are to be submitted to the general or other officer in command. Extra accommodation is to be given up when required. [Idem.]

Q. What is the principle of the service regarding choice of quarters by officers?

A. That seniority of rank gives priority of selection. The selection, however, is restricted to quarters constructed and marked for the respective ranks of officers. [Idem.]

Q. May an officer who has been put in possession of quarters by proper authority be dispossessed by an officer of corresponding rank?

A. He may not. [Idem.]

Q. May a captain claim priority of choice over a subaltern, notwithstanding such subaltern shall have been in previous possession of the quarters?

A. He may. [Idem.]

Q. May an officer transfer his quarters to another officer?

A. Not without the sanction of the commanding officer. [Idem.]

Q. When an officer receives leave of absence, is he to give up his quarters?

A. Not unless his leave extend beyond the monthly return.

[Idem.]

Q. Are officers, non-commissioned officers, or soldiers permitted to act as agents for the supply of provisions or forage to the troops?

A. No. [Idem.]

(13.) *Duties in Garrison and Camp.*

Q. Where should officers not in the ranks place themselves on parade?

A. In rear of the commanding officer.

[*Q. Reg., Duties in Garrison.*]

Q. When troops are in camp or cantonments, what officers are to remain within their lines?

A. Officers on duty and those next for duty.

[*Q. Reg., Duties in Camp.*]

Q. When troops are in camp or cantonments, are officers permitted to sleep out of their lines?

A. Not without leave.

[*Idem.*]

Q. What are the regulations with regard to the examination of ammunition in possession of the men when in camp?

A. Officers of companies are to examine it daily, and it is frequently to be exposed to the sun and air.

[*Idem.*]

Q. Are officers in the command of guards and detachments bound to give assistance to the provost-marshal?

A. They are.

[*Idem.*]

(14.) *Embarkation and Disembarkation.*

Q. When regiments or armed detachments are warned for embarkation, by whom should the packing of the arms be superintended, and who are responsible that they are always kept fit for service?

A. Captains or officers commanding companies.

[*Q. Reg., Embarkation.*]

Q. Under whose orders do troops remain after embarkation until they go to sea?

A. The general or other officer commanding at the station.

[*Idem.*]

Q. When officers arrive at a port for the purpose of embarking, to whom are they to report themselves, and under whose command do they remain till they sail?

A. The general or other officer in the command of the troops (if of a rank superior to themselves). This applies equally to officers who, after embarkation, obtain leave to land.

[*Idem.*]

Q. When an officer is detained more than fourteen days at a port of embarkation, whether at home or abroad, and is not attached to a regiment or depot, what is it his duty to do?

A. To report his detention.

[*Idem.*]

Q. When officers embark to join their regiments, and do not embark under the orders of another officer, what are they to notify

to the adjutant-general and the officers commanding the depots of their regiments?

A. The date and place of embarkation, the name of the vessel, and the port to which they are proceeding. [*Q. Reg., Embarkation.*]

Q. Is an officer under orders for embarkation permitted to be absent from his regiment, depot, or detachment?

A. No.

[*Idem.*]

Q. When officers return from foreign stations (except with their regiments) to whom are they to report their arrival in writing, and what information are they to furnish?

A. To the adjutant-general. They are to state the station from which they have returned, and the cause of return. If on leave of absence, they are to state for what period such leave is granted, and quote the date and number of the general order under which they have come home. They are also to report themselves personally, or in writing, to the colonels of their regiments, if the colonels are not on foreign service.

[*Q. Reg., Disembarkation.*]

(15.) *Miscellaneous Regulations.*

Q. Name the books which are to be kept in every company.

A. 1. Order Book; 2. Day Book; 3. Ledger; 4. Company's Defaulter Book; 5. Company's Savings' Bank Ledger.

[*Q. Reg., Books.*]

Q. By what officer are a company's books to be kept?

A. By the officer commanding it.

[*Idem.*]

Q. What orders is the company order book to contain?

A. All orders which are to be read to the soldiers.

[*Idem.*]

Q. State the orders of the service regarding entries in the company's defaulter book.

A. All offences, of whatever shade or denomination, which the soldier shall commit, are to be regularly entered therein by the officer commanding the company, whatever the punishment may have been. Cases of drunkenness are to be entered in black ink and numbered in the margin consecutively in red ink. After a conviction of habitual drunkenness, the numbering is to recommence.

[*Idem.*]

Q. What do Her Majesty's Regulations impress upon officers as to their manner towards, and general treatment of, the non-commissioned officers and soldiers?

A. A system is to be adopted which shall be free from coarse and offensive language in reproving the soldier for trifling irregularities or for accidental omissions. The use of gross language and offensive terms upon any occasion is not only unbecoming the character of officers as gentlemen, but degrading to the

soldier; whereas it is desirable to keep up in all ranks of the army a proper feeling and high sense of honour.

[*Q. Reg., Confidential Reports.*]

Q. What do Her Majesty's Regulations impress upon officers and non-commissioned officers as the manner to be adopted in conveying reproof to those below them?

A. Reproof, when necessary, is to be conveyed in such a manner and in such terms as will make an impression, without hurting the feelings of the individual, or lowering him in his own estimation. All improper and offensive terms are to be avoided. If acts of intentional neglect and of insubordination should take place, the means of correction and punishment authorized by the regulations of the service will have double effect if not preceded by coarse and abusive language.

[*Idem.*]

Q. What are the regulations of the service regarding military discussions, &c.?

A. Deliberations or discussions among any class of military men, having the object of conveying praise, censure, or any mark of approbation towards their superiors or others, are strictly prohibited as being subversive of discipline, and an assumption of power which belongs to the sovereign alone, or to those officers to whom the command and discipline of the troops may be entrusted by royal authority.

[*Idem.*]

Q. Is an officer justified in allowing himself to be complimented by officers, non-commissioned officers, or soldiers, who are serving or have served under his command, by means of presents of plate, swords, &c., or by any collective expression of their opinion?

A. No.

[*Idem.*]

Q. What are the orders of the service regarding Orange Lodges and similar meetings?

A. Officers, non-commissioned officers, and soldiers, are forbidden to institute, countenance, or attend Orange Lodges, or any other meetings whatever for party or political purposes, in barracks, quarters, camp, or elsewhere.

[*Idem.*]

DUTIES OF MEMBERS OF COURTS-MARTIAL.

(1.) *General Regulations.*

Q. In what manner are the principles annually published on which all courts-martial are to be constituted and their proceedings conducted?

A. In the Mutiny Act and Articles of War, copies of which are transmitted to each regiment and depot. [*Q. Reg., Courts-Martial.*]

Q. How should all officers qualify themselves for the discharge of the duties devolving upon members of courts-martial?

A. They should apply themselves diligently to the acquirement of a competent knowledge of military law, and of the regulations founded thereon, and also of the practice of military courts, with the view of making themselves acquainted with the nature and extent of the powers vested in them. [Q. Reg., Courts-Martial.]

Q. What means of making themselves practically acquainted with the principles and proceedings of courts-martial are afforded by regulation to all young officers on first joining?

A. They are required to attend the proceedings of all such courts as may occur in the corps for six months from the date of their joining; but they are not permitted to remain in court during the finding and sentence. [Idem.]

Q. How soon after joining may young officers be appointed members of a court-martial?

A. Not until the commanding officer shall deem them perfectly competent to the performance of the duty. [Idem.]

(2.) *The Different Descriptions of Courts-Martial, and their Powers.*

Q. Describe the composition and powers (as regards sentences on soldiers) of a general court-martial.

A. A general court-martial is composed of thirteen commissioned officers, except in certain stations abroad, where it may consist of seven or five. It has power to sentence to death; penal servitude for any term not less than four years; imprisonment; corporal punishment; forfeiture of all advantage as to additional pay, good conduct pay, and pension on discharge, which might have otherwise accrued from length of former service, or might accrue from future service; forfeiture of the annuity and medal which may have been granted for former meritorious service, or of the gratuity and medal awarded for former good conduct; forfeiture of all field medals and decorations; discharge with ignominy; marking with the letters D. and B. C.

[M. Act, Crimes and Punishments. Art. War, Courts-Martial.]

Q. Describe the composition and powers of a detachment general court-martial.

A. A detachment general court-martial is composed of not less than three commissioned officers. It has the same powers in regard to sentence upon offenders as are granted to a general court-martial.

[M. Act, Courts-Martial.]

Q. Describe the composition and powers of a district or garrison court-martial.

A. It is composed of seven commissioned officers, except in certain stations abroad, where it may consist of five or three. It has power to sentence to imprisonment; corporal punishment; forfeiture of all advantage as to additional pay, good conduct pay, and pension on discharge, which might otherwise have accrued from length of former service, or might accrue from future service; forfeiture of the annuity and medal which may have been granted for former meritorious service, or of the gratuity and medal awarded for former good conduct; forfeiture of all field medals and decorations; forfeiture of pay for habitual drunkenness; discharge with ignominy; marking with the letters D. and B. C.

[*M. Act, Crimes and Punishments. Art. War, Crimes and Punishments; Courts-Martial.*]

Q. Describe the composition and powers of a regimental or detachment court-martial.

A. A regimental or detachment court-martial is composed of not less than five commissioned officers, unless it be found impracticable to assemble that number, in which case three are sufficient. It has power to sentence to corporal punishment, or to imprisonment, with or without hard labour, for any period not exceeding forty-two days, and may direct an offender to be kept in solitary confinement for any portion or portions of such imprisonment not exceeding fourteen days at a time, with an interval between them of not less duration than such period of solitary confinement. It has power to sentence to forfeiture of pay on conviction of habitual drunkenness.

[*Art. War, Courts-Martial; Crimes and Punishments.*]

Q. What descriptions of court-martial have power to award imprisonment in addition to corporal punishment?

A. General, district, and garrison courts-martial.

[*M. Act, Crimes and Punishments.*]

Q. In addition to any other punishment which a court-martial may award, may it sentence an offender to be put under stoppages of pay, for the purpose of making good losses, &c.?

A. It may, on account of any bounty or free kit fraudulently obtained; any expense, loss, destruction, or damage occasioned by disgraceful conduct or misconduct; any medal or decoration made away with or pawned; any loss, destruction, or damage of arms, clothing, instruments, equipments, accoutrements, or regimental necessities.

[*Art. War, Courts-Martial.*]

Q. What powers of punishment are vested in a general court-martial in trials of officers?

A. An officer may be sentenced to death, penal servitude, imprisonment, forfeiture of pay or pension, cashiering, reprimand, and loss of rank.

[*Art. War, Powers of Courts-Martial.*]

Q. May an officer be sentenced to loss of rank, in addition to reprimand or other punishment?

A. Yes. [*Art. War, Courts-Martial.*]

Q. In what manner may a court-martial sentence an officer to loss of rank?

A. By reducing him to the bottom of, or to any other place on, the list of the army or regimental rank in which he may be serving. In the case of superior officers the loss of rank may be inflicted in either or both of those ranks. [*Idem.*]

Q. May a general court-martial sentence a commissioned officer to be suspended from doing duty or from pay?

A. It has no power to do so. [*Idem.*]

Q. To what punishments may a district or garrison court-martial sentence a warrant officer?

A. To be dismissed from the service, or to be suspended from rank, pay, and allowances, for any stated period, or to be reduced to the bottom, or any other place in the list of his rank, or to an inferior class; or if originally enlisted as a private soldier, and continued in the service until his appointment to be a warrant officer, to be reduced to the rank of a private soldier. [*Idem.*]

Q. To what punishments may a warrant officer be sentenced by a general court-martial?

A. To the punishments detailed in the answer to last question, and to such others as a general court-martial is competent to award. [*Idem.*]

Q. Is a warrant officer liable in any case to corporal punishment?

A. No. [*Idem.*]

Q. To what punishments, as regards loss of rank, may a non-commissioned officer be sentenced, under the Articles of War, by a regimental or other court-martial?

A. To be reduced to the ranks, or placed at the bottom of the list of his rank. The power of inflicting the latter punishment, however, is not to be acted upon till further orders.

[*Idem. H. G. Order, 21st July, 1862.*]

Q. May a court-martial sentence a non-commissioned officer to forfeit a gratuity or annuity and medal for meritorious service?

A. Any non-commissioned officer, reduced to the ranks by the sentence of a court-martial, may be further sentenced by the same court to forfeit his gratuity or annuity and medal.

[*Art. War, Courts-Martial.*]

(3.) Crimes.

Q. State the principal crimes the commission of which involve a breach of the Articles of War.

A. Perjury, mutiny and insubordination, disobedience of orders, desertion and absence without leave, misbehaviour before the enemy and offences in the field, sleeping on post, neglecting to obey orders, drunkenness, disgraceful conduct, false returns, making away with necessaries, &c. [*Art. War, Crimes and Punishments.*]

Q. Is a soldier who, without having first obtained a regular discharge from his regiment, enlists in any other regiment, to be deemed a deserter?

A. Yes.

[*Idem.*]

Q. What length of absence without leave renders trial for desertion imperative, unless special permission be given to try the offender for absence without leave by a regimental court-martial?

A. Twenty-one days.

[*Idem.*]

Q. May any soldier be tried for desertion without reference to the length of the time during which he may have been absent?

A. Yes; and he may thereupon be found guilty of desertion or absence without leave.

[*Idem.*]

Q. Is a soldier liable to be tried for desertion from any regiment in which he may have unlawfully enlisted?

A. Yes.

[*Idem.*]

Q. What constitutes absence without leave?

A. Absenting himself, without leave from his commanding officer, from his quarters, garrison, camp, company, or detachment, or being found one mile or upwards from the camp without a pass. [*Idem.*]

Q. What constitutes the crime of habitual drunkenness?

A. Having been drunk four times within three hundred and sixty-five days, or twice drunk when on or for duty, or on parade, or on the line of march; or having within one hundred and sixty-eight days after a conviction of habitual drunkenness been twice drunk, or once drunk when on or for duty, or on parade, or on the line of march.

[*Idem.*]

Q. What constitutes disgraceful conduct?

A. Embezzlement, or fraudulent misappropriation of money or stores; malingering; producing disease or infirmity; wilfully injuring himself; theft, or any offence of a felonious or fraudulent nature; cruel, indecent, or unnatural conduct.

[*Idem.*]

Q. If an officer or soldier be acquitted or convicted of any offence, is he liable to be tried a second time by the same or any other court-martial for the same offence?

A. No.

[*M. Act, Courts-Martial.*]

Q. Should any person, subject to the Mutiny Act, have been acquitted or convicted by the civil magistrate, or by verdict of a jury, is he liable to be again convicted by a court-martial for the same offence?

A. No.

[*M. Act, Privileges of Soldiers.*]

(4.) *Punishments.*

Q. Name the principal crimes rendered specially liable to the punishment of death by the Mutiny Act.

A. Mutiny; holding correspondence or treating with a rebel or enemy; misbehaviour before an enemy, cowardice, or desertion; sleeping on or abandoning a post; violence to superiors, and disobedience to the lawful commands of a superior officer.

[*M. Act, Crimes and Punishments.*]

Q. What proportion of the members of a general court-martial must concur in a judgment of death, to render the sentence legal?

A. Two-thirds at least.

[*M. Act, Courts-Martial.*]

Q. What is the shortest period of penal servitude to which an offender may be sentenced?

A. Four years.

[*Art. War, Powers of Courts-Martial.*]

Q. Name the principal crimes rendered specially liable to the punishment of penal servitude by the Articles of War.

A. Mutiny and insubordination, desertion, misbehaviour before the enemy, sleeping on or leaving his post, embezzlement of stores.

[*M. Act. Art. War, Crimes and Punishments.*]

Q. May all sentences of imprisonment by any court-martial be either with or without hard labour, or with or without solitary confinement, at the discretion of the court?

A. They may, within certain limits.

[*Idem.*]

Q. To what period is the duration of all imprisonment for ordinary offences limited by the Queen's Regulations?

A. Six months.

[*Q. Reg., Courts-Martial.*]

Q. To what period is the duration of imprisonment by district courts-martial for such minor offences as "absence without leave, unaccompanied by aggravating circumstances, and drunkenness, not occurring on duty," limited by the Queen's Regulations?

A. Two or three months.

[*Idem.*]

Q. What are courts-martial to ascertain before passing sentence of solitary confinement, hard labour, or other punishment, on a prisoner?

A. That his state of health, as shown by medical certificate, is such that the sentence can be duly carried into effect.

[*Idem.*]

Q. If the medical certificate states that the prisoner is unable to undergo labour requiring much bodily exertion, how should the sentence of the court nevertheless be recorded?

A. The court should award imprisonment, *with such labour as, in the opinion of the medical officer of the prison, he may be equal to.* [*Idem.*]

Q. When a court-martial sentences a prisoner to solitary con-

finement for any portion or portions of his imprisonment, what must be distinctly specified in the sentence?

A. The number and lengths of the portions, and it must also direct that intervals of not less duration than such portions must take place between them. [*H. G. Order, 20th July, 1861.*]

Q. When a court-martial awards solitary confinement only, to what period must such confinement be limited?

A. Fourteen days. [*Art. War, Courts-Martial.*]

Q. When a general district or garrison court-martial sentences a soldier to imprisonment, for what portion or portions thereof may it direct that he be kept in solitary confinement?

A. The solitary confinement must not exceed fourteen days at a time, nor eighty-four days in any one year. [*Idem.*]

Q. When a general, district, or garrison court-martial sentences a soldier to imprisonment for a period exceeding eighty-four days, for what portion or portions thereof may it direct that he be kept in solitary confinement?

A. The court must in such a case expressly order that the solitary confinement shall not exceed seven days in any twenty-eight days of the whole imprisonment awarded. [*Idem.*]

Q. On what day are all terms of penal servitude, or of imprisonment under the sentence of a court-martial, whether original or revised, to be reckoned as commencing?

A. On the day on which the original sentence and proceedings are signed by the president. [*Idem.*]

Q. May a court-martial sentence a prisoner already under sentence of imprisonment or penal servitude, for a previous offence, to further terms of the same punishments?

A. It may, although the aggregate of the terms of imprisonment, or penal servitude respectively, may exceed the term for which any of those punishments could be otherwise awarded.

[*M. Act, Crimes and Punishments.*]

Q. When a prisoner already under sentence of imprisonment or penal servitude is awarded a further term of imprisonment or penal servitude, from what date will such further punishment commence?

A. From the expiration of the imprisonment or penal servitude first awarded. [*Idem.*]

Q. To what number of lashes are all sentences of corporal punishment to be restricted?

A. Fifty lashes. [*Idem.*]

Q. For what offences does the Mutiny Act sanction sentences of corporal punishment?

A. Desertion, disgraceful conduct, misbehaviour, and neglect of duty. [*Idem.*]

Q. State the purpose for which a classification of soldiers is established by regulation.

A. To maintain a distinction as regards liability to corporal punishment. [Q. *Reg., Courts-Martial.*

Q. How many classes are there?

A. Two. [Idem.

Q. In which class are all men placed on entering the army?

A. In the first. [Idem.

Q. Are soldiers in the first class liable to corporal punishment?

A. Not except for aggravated mutinous conduct. [Idem.

Q. Are soldiers in the second class liable to corporal punishment?

A. They are for certain offences. [Idem.

Q. For classification, under how many heads are offences divided?

A. Two. [Idem.

Q. State the offences under the first head for which soldiers are not liable to corporal punishment except in the field.

A. Absence from parade, drunkenness, riotous conduct in the streets, absence from tattoo, frivolous complaints, disrespect to non-commissioned officers, striking a comrade, absence without leave, escape from confinement, insubordination, making away with necessaries, falsely imputing improper conduct to a superior, sleeping on post (depending on the circumstances). [Idem.

Q. State the offences under the second head, on conviction of which a soldier, if in the first, is to be degraded to the second class, and if in the second class, is liable to corporal punishment.

A. Desertion, mutinous conduct, aggravated cases of insubordination and violence, drunkenness on duty or on the line of march, embezzling public money, stealing from a comrade, theft, designedly maiming, repeated acts of making away with necessaries, &c., other disgraceful acts, and indecent assaults. Degradation is likewise incurred on conviction of habitual drunkenness, and on surrender as a deserter when trial is dispensed with.

[Idem. *H. G. Order, 18th August, 1860, and 31st May, 1861.*

Q. Are soldiers, if in the second class, necessarily to be condemned to corporal punishment when liable to such punishment?

A. It is discretionary with the court. [Q. *Reg., Courts-Martial.*

Q. Under what circumstances may a soldier who has been degraded to the second class be restored to the first class?

A. If his conduct is uninterruptedly good for one year. [Idem.

Q. How soon after sentence of forfeiture of advantage from "future service" may a soldier be restored to the first class?

A. Not till after one year from date of his being relieved from the consequences of such sentence. [H. G. Order, 14th May, 1860.

Q. May a general court-martial sentence to forfeiture of all

advantage as to additional pay, good conduct pay, and pension on discharge, or to forfeiture of annuity or gratuity and medal, and of field medals and decorations, in any case that comes before it?

A. Yes. [*Art. War, Powers of Courts-Martial.*]

Q. For what description of offences may a district court-martial sentence a soldier to forfeiture of all advantage as to additional pay, good conduct pay, and pension on discharge, in addition to other punishment?

A. For desertion and disgraceful conduct.

[*Art. War, Crimes and Punishments.*]

Q. For what description of offence may a district court-martial sentence to forfeiture of the annuity and medal, and of the gratuity and medal, and of all field medals and decorations?

A. For disgraceful conduct.

[*Idem.*]

Q. Name the offences on conviction of which a soldier forfeits, as a necessary consequence, all advantage as to additional pay, good conduct pay, and pension on discharge, and of all medals and decorations, together with any annuity or gratuity which may appertain thereto.

A. Desertion; wilfully maiming; tampering with his eyes; felony, or any offence which, if committed in England, would amount to felony; and any offence for which he may have been sentenced to penal servitude, or been discharged with ignominy.

[*Art. War, Courts-Martial.*]

Q. To what punishments is a soldier liable who makes a false confession of desertion to his commanding officer?

A. In addition to other punishment, to be sentenced to such forfeitures in respect of pay, pension, annuities, and medals, as may be awarded in the case of a conviction for desertion.

[*Art. War, Crimes and Punishments.*]

Q. For what crime is a soldier liable to be sentenced to be marked with the letter D?

A. For desertion.

[*M. Act, Crimes and Punishments.*]

Q. If a soldier under trial be already marked with the letter D, may a court-martial sentence him to be again marked on conviction of desertion?

A. It may sentence him to be marked with the letter D on every conviction of desertion, whether he has been marked previously or not.

[*Idem.*]

Q. May a general court-martial recommend that an offender be discharged with ignominy in any case that comes before it?

A. Yes.

[*Art. War, Powers of Courts-Martial.*]

Q. For what description of offences is a soldier liable to be recommended by a district court-martial to be discharged with ignominy from the service?

A. For desertion and disgraceful conduct.

[*Art. War, Crimes and Punishments.*

Q. When a court-martial recommends that a soldier who, from his service, is entitled to pension on discharge, should be discharged with ignominy from the service, what must form part of the sentence of the court?

A. Forfeiture of all claim to pension.

[*Idem.*

Q. Under what circumstances may a court-martial recommend that an offender be marked with the letters B C?

A. When it has recommended that such offender be discharged with ignominy from the service. [*M. Act, Crimes and Punishments.*

Q. To what amount of stoppage of pay may any court-martial sentence a soldier for having been found drunk on any duty under arms, in addition to other punishment?

A. To be deprived of a penny a-day of his pay for any period not exceeding sixty days.

[*Art. War, Crimes and Punishments.*

Q. To what amount of stoppage of pay may any court-martial sentence a soldier, in addition to other punishment, for having been drunk on any duty, not under arms, or for duty, or on parade, or on the line of march?

A. To be deprived of one penny a-day of his pay for any period not exceeding thirty days.

[*Idem.*

Q. When a soldier is convicted of habitual drunkenness before a regimental or detachment court-martial, to what amount of stoppage of his daily pay must such court sentence him?

A. To be deprived of one penny a-day of his pay for any period not exceeding one hundred and sixty-eight days.

[*Idem.*

Q. When a soldier is convicted of habitual drunkenness before a general district or garrison court-martial, to what amount of stoppage of his daily pay must such court sentence him?

A. To be deprived of one penny a day of his pay for any period not less than one hundred and sixty-eight days, and not exceeding six hundred and seventy-two days.

[*Idem.*

Q. When a soldier is convicted before any court-martial of habitual drunkenness, may the court, in addition to its sentence of forfeiture of pay, award any other punishment?

A. It may award any other punishment to which it has power to sentence.

[*Idem.*

Q. If on a trial for habitual drunkenness, the instance of drunkenness which occurred last should be proved, but the offence of habitual drunkenness should not be proved, what course may the court pursue?

A. It may acquit the prisoner upon the charge for habitual drunkenness, and find him guilty upon the single instance of drunkenness, and sentence him accordingly.

[*Idem.*

Q. May a prisoner already under sentence of stoppage of pay for drunkenness on or for duty or parade, or habitual drunkenness, be sentenced to further stoppage of pay, in addition to other punishment, on a fresh conviction for a similar offence?

A. Yes.

[*Art. War, Crimes and Punishments.*]

Q. If a charge of drunkenness on duty, under arms, or when on or for duty, or on parade, or on the line of march, be included in a charge of habitual drunkenness, may a court sentence to deprivation of pay in respect of such charge of drunkenness whether on or for duty?

A. No; the deprivation awarded by the sentence of the court shall be in respect of habitual drunkenness only.

[*Idem.*]

Q. May any instance of drunkenness which has on a former occasion formed part of a charge of habitual drunkenness of which a soldier has been convicted be again adduced against him in support of a similar charge?

A. No.

[*Idem.*]

Q. Under what total amount of stoppage of pay per diem may a soldier be placed, by reason of repeated convictions of being drunk on or for duty or parade, or on the line of march, or of habitual drunkenness?

A. Threepence per diem.

[*Idem.*]

Q. Should a soldier already under stoppages to the amount of threepence per diem for drunkenness be again tried for habitual drunkenness, or for being drunk on or for duty or parade, or on the line of march, to what punishment may the court sentence him?

A. To any punishment other than deprivation of pay which the court may be competent to award.

[*Idem.*]

Q. In the case of any loss, destruction, or damage, is it necessary that the court should ascertain the amount thereof by evidence, before awarding stoppages?

A. It is; except in the case of arms, clothing, instruments, equipments, accoutrements, or regimental necessities; and the offender is to be placed under stoppages for such an amount only as shall be proved to the satisfaction of the court.

[*Art. War, Courts-Martial.*]

Q. In the case of the loss, destruction, or damage of arms, clothing, instruments, equipments, accoutrements, or regimental necessities, in what manner may stoppages be awarded by the court?

A. It may direct that the said stoppages shall continue till the cost of replacing the articles be made good.

[*Idem.*]

Q. In awarding stoppages for articles of clothing, accoutrements, necessities, &c., is it necessary that the several articles should be specified in the sentence?

A. Yes.

[*Q. Reg., Courts-Martial.*]

Q. In cases of fraudulent re-enlistment, for what amount may

a court-martial award stoppages on account of a bounty or free kit?

A. For such amount or portion thereof as it may be proved to the satisfaction of the court that the prisoner has received.

[*Q. Reg., Courts-Martial.*

Q. What limit is fixed by the Articles of War to the total amount of daily stoppage on any account from a soldier's pay?

A. So much only may be stopped as, after satisfying the charges for messing and washing, shall leave him a residue of at the least one penny a-day.

[*Art. War, Courts-Martial.*

(5.) *Proceedings.*

Q. Between what hours may trials by court-martial be carried on?

A. Between the hours of eight in the morning and four in the afternoon. In India trials may be held between the hours of six in the morning and four in the afternoon. In cases which require an immediate example trial may be held at any hour.

[*Idem.*

Q. Describe how the minutes of all courts-martial are to be made out.

A. They are to be fairly and accurately recorded in a clear and legible hand, without erasures or interlineations; the pages are to be numbered, and the sheets stitched together. A space below the signature is to be left for the remarks of the confirming officer.

[*Q. Reg., Courts-Martial.*

Q. When a court-martial tries more prisoners than one, and they are arraigned upon separate and distinct charges, should the proceedings in each case be made up separately?

A. Yes.

[*Idem.*

Q. When should the names of the officers appointed to serve on a court-martial be read over in the hearing of the prisoner?

A. As soon as the court is assembled.

[*Art. War, Proceedings.*

Q. If a prisoner, on being questioned, objects to the president, how is such objection to be dealt with?

A. Unless disallowed by two-thirds at least of the other officers appointed to form the court, the objection must be referred to the decision of the authority by whom the president was appointed.

[*Idem.*

Q. If a prisoner object to be tried by any officer other than the president, how is such objection to be dealt with?

A. It is to be decided by the president and the other officers appointed to form the court.

[*Idem.*

Q. In what manner is the prescribed oath to be administered to the president and members of a court-martial?

A. In the case of a general court-martial the president and

members will take the oath before the judge-advocate or person officiating as such. In the case of any other court-martial the oath will be administered by the president to the other members, and afterwards by any sworn member to the president.

[*Art. War, Proceedings.*

Q. When and by whom should the oath be administered to the judge-advocate in the case of a general court-martial?

A. After the members have been sworn the president will administer the oath to the judge-advocate. [*Idem.*

Q. Should a court-martial be re-sworn at the commencement of each trial?

A. Yes.

[*Q. Reg., Courts-Martial.*

Q. Is it necessary that an oath be administered to every witness or other person who shall be examined before a court-martial in any matter relating to the proceeding before the same?

A. It is, except in the case of persons empowered by law to make a solemn affirmation.

[*Art. War, Proceedings.*

Q. Describe how all evidence is to be recorded by a court-martial.

A. As nearly as possible in the words of the witness, and in the order in which it is received by the court. [*Q. Reg., Courts-Martial.*

Q. When a prisoner pleads guilty, is it necessary, notwithstanding, to record the evidence?

A. So much must be recorded as will afford a full knowledge of the circumstances. [*Idem.*

Q. When a soldier is arraigned upon a charge of habitual drunkenness, in what manner are the instances set forth to be proved?

A. The last in order of time by witnesses to the fact; the others by reference to the defaulter book, or by evidence as to the entries therein.

[*Art. War, Crimes and Punishments.*

Q. When a former conviction of habitual drunkenness is stated in any charge of habitual drunkenness, how must such conviction be proved?

A. By the production either of the court-martial book, or of the regimental or company's defaulter book, containing the entry thereof; or if such books cannot be produced, then by a copy of the entry in one or other of them duly authenticated. [*Idem.*

Q. When a prisoner has been found guilty, what must the court inquire into for guidance in awarding the sentence and record for the information of the confirming officer?

A. The prisoner's former convictions, his age, length of service, class, character, decorations, and rewards.

[*Q. Reg., Courts-Martial. Art. War, Proceedings.*

Q. By whom should evidence regarding former convictions, age, service, &c., be given?

A. By a commissioned officer.

[*Q. Reg., Courts-Martial.*

Q. Before evidence of former convictions against a prisoner can be received by a court-martial, what must be proved to the satisfaction of the court?

A. That the prisoner had previously to his trial received notice of the intention to produce such evidence against him.

[*Art. War, Proceedings.*

Q. What description of previous convictions are to be received in evidence against a prisoner?

A. Any previous conviction by a court-martial that has been confirmed, and any previous conviction (except in the case of a commissioned officer) by a court of ordinary criminal jurisdiction.

[*Idem.*

Q. What evidence must be produced in support of a previous conviction by court-martial against a prisoner?

A. The court-martial book, or the defaulter book of the regiment or company; and when none of these books can conveniently be produced, a certified copy of the entry of the conviction in any such book, signed by the adjutant or other officer having the custody of the book, is sufficient evidence of such conviction. [*Idem.*

Q. What evidence must be produced in support of a previous conviction by a court of ordinary criminal jurisdiction against a prisoner?

A. A certificate by the clerk of any such court, or other officer having the custody of the records of such court, setting forth the offence of which the prisoner was convicted, together with the judgment of the court thereon, signed by the clerk or other officer. If such certificate cannot conveniently be obtained, a copy thereof, duly certified by the officer producing it, is sufficient evidence of such conviction. [*Idem.*

Q. Is it necessary that the signatures or official character of the persons appearing to have signed a certificate of former convictions should be proved before a court-martial?

A. It is not.

[*Idem.*

Q. When former convictions are produced in evidence against a prisoner, is it necessary to give proof of the identity of the person of the offender?

A. Not if the court be satisfied, from all the circumstances of the case, that the prisoner under trial is the person alluded to. [*Idem.*

Q. To what general consideration is the attention of members of courts-martial directed by the Queen's Regulations as to sentencing prisoners?

A. Just discrimination is to be used in applying the punishment to the nature and degree of the crime, so that the award may be final.

[*Q. Reg., Courts-Martial.*

Q. When part of a sentence is obligatory, such as, in cases of habitual drunkenness, *forfeiture of pay*, does the obligatory part precede the award of any other punishment, or is the other punishment first stated?

A. The obligatory part is first stated. [*Q. Reg., Courts-Martial.*]

Q. When the word *month* occurs in a sentence, does it mean a calendar month or a lunar month?

A. A lunar month, unless specified to mean a calendar month.

[*Art. War, Application of Articles.*]

Q. When the word *year* occurs in a sentence, what is meant?

A. A calendar year. [*Idem.*]

Q. What certificate should invariably be attached to the proceedings of courts-martial?

A. A certificate in the handwriting of the medical officer, showing the state of health of the prisoner, and whether he has or has not been marked with the letter D. [*Q. Reg., Courts-Martial.*]

Q. May additional evidence in respect of any charge on which the prisoner then stands arraigned be received by a court-martial on revision?

A. No. [*M. Act, Courts-Martial.*]

Q. State what the Articles of War enjoin as to the behaviour of members of a court-martial.

A. All the members of a court-martial are to behave with decency, to take their seats according to rank, and not quit them without permission of the president, who will clear the court on any discussion; and in case of intemperate words used by any member, direct the same to be taken down in writing, and reported to the officer ordering the court-martial to assemble. No reproachful words are to be used to witnesses or prisoners. [*Idem.*]

Q. Who is held responsible that every person attending a court-martial is treated with proper respect?

A. The president. [*Idem.*]

Q. In taking the votes of a court-martial, what order is to be observed by the president?

A. He is to begin with the vote of the youngest member. [*Idem.*]

SECTION V.

THE QUEEN'S REGULATIONS IN REGARD TO THE PAY AND MESSING OF
THE TROOPS, AND THE SUPPLY OF NECESSARIES.

PAY.

(1.) *General Regulations.*

Q. What does the Mutiny Act provide with reference to deductions from the pay of the army?

A. It expressly forbids any deductions to be made except such as are usual, or such as shall from time to time be authorized by Her Majesty. [*M. Act, Pay.*]

Q. What does the Mutiny Act provide with reference to the unlawful detention of a soldier's pay by a paymaster or other officer.

A. That the officer who unlawfully detains pay for one month, or refuses to pay it when due, shall, upon proof before a court-martial, be discharged from employment and forfeit one hundred pounds, and that the informer, if a soldier, shall be entitled to his discharge. [*Idem.*]

Q. To whom are all applications relative to military disbursements, or claims to pay, allowances, &c., to be addressed?

A. To the Secretary of State for War. [*Q. Reg., Correspondence.*]

Q. Who are responsible that the royal warrants and regulations regarding the payment of the army are strictly complied with?

A. Commanding officers. [*Q. Reg., Interior Economy.*]

Q. Who are responsible that the pay lists, duly authenticated, are transmitted in proper time to the Secretary of State for War?

A. Commanding officers. [*Idem.*]

Q. Whose duty is it to receive and expend all monies issued by the paymaster on account of the subsistence of a company?

A. The captain or officer commanding it. [*Idem.*]

Q. Before a paymaster issues pay to men on joining, what must he receive from the accountant who paid them last?

A. A report (Form No. 1.), certifying the date to which they had been settled with. [*War Office Explan. Dir.*]

Q. From what day does a soldier's pay commence?

A. From that of enlistment. [*W. O. Circ., 26th July, 1858.*]

Q. From what day does increased pay begin on promotion as a non-commissioned officer?

A. If promotion occurs within a month of the vacancy, pay begins from date of latter; but if a longer interval occurs, it begins from entry on duty in new rank. [War Office Explan. Dir.

Q. How is money to be issued to pay serjeants?

A. From day to day, as required. Pay serjeants are not to be subjected to risk by having large sums entrusted to them, as officers commanding companies receive an allowance to compensate for this risk. [Q. Reg., Interior Economy.

Q. Can a pay serjeant be charged with embezzlement or fraudulent misapplication of public money?

A. Yes, if the sum does not exceed the amount required for the day's subsistence of the men. [Idem.

(2.) *The Issue of Pay.*

Q. How often are the men to be paid?

A. Daily, immediately after morning parade, except serjeants and married men, who receive pay weekly.

[Q. Reg., Int. Econ. G. O. by Inspec. of Inf., 15th Dec., 1856.

Q. When are men going on guard to be paid, and in whose presence?

A. They are to be paid before going on guard, in presence of an officer. [G. O. by Inspector of Infantry, 1st Nov., 1856.

Q. What is the duty of an officer when superintending the daily issue of pay to the men?

A. He should ascertain that no entries have been made in the column for the day in the pay book before his arrival. He should then see that the proper amount of pay is issued to each man, and entered against his name in the pay sheet. He should take care that every man who is not present is correctly accounted for in the column of the pay sheet opposite his name. The letters F, H, P, D, are to stand for Furlough, Hospital, Prison, and Detachment; and a zero is to be entered against such men as are absent without any legitimate reason. He will then cause the day's payments to be added up, and having ascertained its accuracy, will sign his name to the total. [* G. O. by Inspector of Infantry, 17th Jan., 1857.

Q. Is the officer's signature at the foot of each daily column of payments in the pay book to be considered as a voucher that he saw the money actually paid?

A. It is. [G. O. by Inspector of Infantry, 1st Nov., 1856.

Q. How may an officer ascertain whether the amount of pay issued to a soldier is or is not what he is entitled to for the day?

A. By calculating the amount for which the man is entitled to

receive credit from the first of the month to date, including any sum which may have been due to him on the last day of the preceding month, and deducting therefrom the authorized stoppages and payments for the same period. If a soldier is not in debt, or under stoppage of pay for any extra charge, the difference (if a credit) is due to him, and if not exceeding in amount the daily rate of his total pay, should be paid to him. No sum, however, exceeding in amount the daily rate of his total pay should ever be paid to a soldier without the special sanction of the officer commanding his company. [*

(3.) *Pay of the Different Ranks, and Allowances.*

Q. What are the daily rates of pay, without beer-money, of the serjeants of the regimental staff, and of the non-commissioned schoolmaster, drum-major, musketry instructors, and master tailor?

A. Serjeant-major, 3s. 2d.; schoolmaster, 3s., with periodical additions for service, but not exceeding 5s. 6d.; quartermaster serjeant, 2s. 8d.; drum-major, 2s.; orderly-room clerk, 2s.—after three years, 2s. 6d.; paymaster's clerk, 2s.—after three years, 2s. 6d. Musketry instructor, 1st class, 3s. 6d.; 2d class, 3s.; 3d class, 2s. 2d. Armourer serjeant, 5s.; master tailor, 2s.; hospital serjeant, 2s. 2d.—after seven years' service as such, 2s. 8d. [*Royal Warrants.*

Q. What are the daily rates of pay of the non-commissioned officers of companies, drummers, privates, and boys, exclusive of beer-money?

A. Colour serjeants, 2s. 6d.; serjeants, 2s.; corporals, 1s. 4d.; drummers, 1s. 1d.; privates, 1s.; boys under fifteen, 10d. [*Idem.*

Q. What is the daily rate of beer-money of non-commissioned officers and men?

A. One penny.

[*War Office Regulations.*

Q. To what annual salary is a serjeant master tailor, who has passed the required examination in the army clothing factory, entitled, in addition to the pay and allowances of a serjeant?

A. Forty-four pounds.

[*H. G. Order, 11th March, 1862.*

Q. When soldiers are employed in the construction of military works, or other services required by the departments of the army, to what rate of working pay per diem are they entitled by regulation?

A. Non-commissioned officers, as observers, 1s.; non-commissioned officers or privates, as artificers, 1s. 3d.; privates, as labourers, 9d.; except at Malta and the Ionian Islands, where the rates are to be 9d. to artificers and 6d. to labourers.

[*Q. Reg., Duties in Camp.*

Q. At what rate per diem may non-commissioned officers and soldiers embarked on board ship receive liquor money in lieu of a ration of spirits?

- A. One penny. [Q. Reg., Embarkation.
 Q. What is the pay when acting as stoker at sea?
 A. One shilling per diem extra. [Q. Reg., Duties on Board Ship.
 Q. To what allowance are soldiers entitled on discharge (except by purchase)?
 A. 1s. a-day for 20, and in some cases 25 days; and in case the soldier is entitled to a higher pension than 1s., he is to receive the difference between the allowance of 1s. and his rate of pension for the 20 or 25 days respectively. [War Office Reg.
 Q. To what marching money is a soldier entitled on discharge?
 A. To the usual rate from place of discharge to place of original enlistment. [M. Act, Discharge.
 Q. What are the rates of marching money for soldiers per diem?
 A. In England, 3d, and 10d. as an allowance for a hot meal; in Ireland, 4d. [War Office Reg.
 Q. What is the rate of allowance for servants?
 A. 1s. 6d. per week. [Q. Reg., Interior Economy.
 Q. What is the rate of lodging allowance when soldiers, whose wives are not in excess of the establishment, cannot be accommodated in barracks?
 A. 4d. per diem. [War Office Circ., 12th Sept., 1860.

(4.) Good Conduct Pay of Soldiers.

- Q. Explain the conditions and rates of good conduct pay.
 A. Additional pay and distinguishing marks are granted under the following rules to every corporal, drummer, and private :—
 Having served three years, provided his name shall not have been entered in the regimental defaulters' book for at least two years immediately preceding his claim, 1d. a-day.
 Having served eight years, and having been uninterruptedly in the receipt of 1d. a-day for two years immediately preceding his claim, 2d. "
 Having served thirteen years, and having been uninterruptedly in the receipt of 2d. a-day for two years immediately preceding his claim, 3d. "
 Having served eighteen years, and having been uninterruptedly in the receipt of 3d. a-day for two years immediately preceding his claim, 4d. "
 Having served twenty-three years, and having been uninterruptedly in the receipt of 4d. a-day for two years immediately preceding his claim, 5d. "
 Having served twenty-eight years, and having been uninterruptedly in the receipt of 5d. a-day for two years immediately preceding his claim, 6d. "
 [Good Conduct Warrant, 10th Sept., 1860

Q. What advantage is given to a soldier of sixteen and less than eighteen years' service, whose name has not been entered in the regimental defaulter book for fourteen years?

A. He receives the good conduct pay of eighteen years' service on completion of the said fourteen years' good conduct, and the rates attached to twenty-three and twenty-eight years' service after twenty-one and twenty-six years respectively. [*W. O. Cir.*, 17th Jan., 1861.]

Q. What advantage is given to a soldier of twenty-one and less than twenty-three years' service, whose name has not been entered in the regimental defaulter book for fourteen years?

A. He receives the good conduct pay of twenty-three years' service on completion of the said fourteen years' good conduct, and the rate attached to twenty-eight years after twenty-six years' service. [*Idem.*]

Q. What does a soldier of twenty-six and less than twenty-eight years' service gain by his name not having been entered for fourteen years in the regimental defaulter book?

A. He receives the good conduct pay attached to twenty-eight years on completion of the said fourteen years' good conduct. [*Idem.*]

Q. If having received the advantage for fourteen years' uninterrupted good conduct, a man incurs any forfeiture, does he lose all benefit acquired by him for such uninterrupted good conduct?

A. Yes. [*Good Conduct Warrant*, 10th Sept., 1860.]

Q. After what age, and in what ranks may the service be counted which is requisite to entitle men to good conduct pay?

A. Service in all ranks after the age of eighteen years. [*Idem.*]

Q. On commission of what offences is a soldier who may be in possession of one or more distinguishing marks for good conduct to be deprived of one such mark, with the pay attached to it?

A. All offences of which he may be convicted by court-martial, or which shall impose upon the commanding officer the necessity of recording his name in the regimental defaulter book. [*Idem.*]

Q. After being deprived of a distinguishing mark and pay, how long, and under what conditions, must a soldier serve before obtaining restoration of the same?

A. For one year, without having his name entered in the regimental defaulters' book. Should a second offence be recorded within twelve months, two years of uninterrupted good conduct will be required. [*Idem.*]

Q. From what date is the necessary service to be counted towards restoration of good conduct pay?

A. From date of offence, or, in case of imprisonment, from date of release. [*Idem.* *War Office Circ.*, 17th Jan., 1861.]

Q. If a soldier having two or more distinguishing marks shall forfeit all his marks and pay, and before restoration of any one

shall be recorded for a fresh offence, under what conditions may he obtain restoration of the same?

A. By subsequently serving with uninterrupted good conduct for two years to obtain one mark; for four years to obtain two; for six years to obtain three; for eight years to obtain four; for ten years to obtain five; for twelve years to obtain six.

[*Good Conduct Warrant, 10th Sept., 1860.*]

Q. Is a serjeant when reduced to the ranks, if not sentenced by court-martial to forfeiture of the advantages of good conduct pay, entitled to reckon his service as a non-commissioned officer as good conduct service?

A. He is, and is to be allowed good conduct pay accordingly, unless reduced by sentence of court-martial, in which case he is to be subjected by such reduction to the forfeiture of one penny a-day of such calculated good conduct pay for one year. [*Idem.*]

Q. When by the Queen's pardon, a soldier's service, which has been forfeited by desertion or any other cause, shall have been restored, is the rate of good conduct pay the man was in possession of at the time of forfeiture to be restored also?

A. It is; provided such restored pay, added to any other good conduct pay he may have acquired whilst under forfeiture, does not exceed the rate to which his total service, coupled with the prescribed continuous absence from the defaulters' book, would give him claim. [*Idem.*]

Q. When a soldier obtains restoration of good conduct pay under the Queen's pardon, is the condition which requires the uninterrupted possession for two years of one or more good conduct badges before another can be obtained, to be enforced with regard to such restored pay?

A. No; but it is to be adhered to during the soldier's subsequent service. [*Idem.*]

Q. Are soldiers who, on the expiration of their first period of service, are permitted without being discharged to re-engage for a further term, entitled to count the full period of such first service towards the increase of good conduct pay?

A. Yes. [*War Office Circular, 30th October, 1861.*]

Q. Is a soldier who is allowed to re-engage, as an indulgence, within twelve months of his discharge, permitted to reckon the whole of his previous service towards good conduct pay?

A. Yes. [*Idem.*]

Q. Upon what conditions is a soldier who has been allowed to re-engage within twelve months of his discharge permitted to resume his previous good conduct badges?

A. He is required to serve for one year with uninterrupted good conduct, when he will, on his commanding officers' recom-

mendation, be entitled to receive good conduct pay from date of re-engagement. [*War Office Circular, 30th October, 1861.*]

(5.) *Forfeiture, Stoppages and Deductions.*

Q. In what cases are officers liable to forfeit pay?

A. On absenting himself without leave; overstaying his leave; failing to join within two months on promotion, exchange, removal, or appointment; or failing on first appointment to join as directed by the adjutant-general. [*Art. War, Regimental Pay of Officers.*]

Q. What descriptions of imprisonment or confinement entail upon a soldier forfeiture of pay and service for the periods thereof?

A. Imprisonment by order of a commanding officer, by the award of a court-martial, or by sentence of any court; confinement as a deserter by confession, or under any charge followed by conviction; and confinement for debt. [*Art. War, Courts-Martial.*]

Q. Are forfeitures to which men are sentenced, to be in addition to penalties consequent on imprisonment?

A. Yes; they commence from release. [*War Office Expln. Dir.*]

Q. To what stoppage are soldiers liable on release for prison necessities supplied during the first twenty-eight days' imprisonment?

A. 3s. 6d. [*War Office Circular, 1st August, 1849.*]

Q. Are pay and service forfeited on conviction for the day or days of desertion or absence without leave?

A. Yes. [*Art. War, Courts-Martial.*]

Q. Is a soldier entitled to pay or to reckon service towards pay or pension during the period of his absence as a prisoner of war?

A. Not unless recommended for the same by the court-martial which inquires into the circumstances of his capture. [*Idem.*]

Q. What is the daily stoppage for messing and washing?

A. Messing, 8d.; washing, $\frac{1}{2}$ d. [*Q. Reg., Interior Economy.*]

Q. What is the price of rations on board ship?

A. 6d. including spirits. [*War Office Circ., 24th December, 1852.*]

Q. What is the rate of extra stoppage for grocery rations issued at certain stations by the commissariat?

A. $1\frac{1}{2}$ d. per day. [*War Office Circular, 8th November, 1859.*]

Q. What are the daily rates of hospital stoppage?

A. 10d. at home; 9d. abroad; boys 8d. [*War Office Reg.*]

Q. What is the rate of hospital stoppage for wounds received in action, or with an army in the field?

A. It is not to exceed the rate for provisions supplied to the effective soldier. [*Idem.*]

Q. To whom is men's washing in hospital chargeable?

A. The public, at 3d. per man per week. [*Idem.*]

Q. Are hospital serjeants and orderlies liable to any stoppage for the diet supplied to them in the hospital when so employed?

A. Only of beer money. [*War Office Circular*, 1st January, 1862.]

Q. What is the authorized weekly stoppage for necessaries?

A. It must not exceed 1s. 6d., except at the man's own request, or by sentence of court-martial. [*War Office Reg.*]

Q. May stoppages for necessaries be made in advance?

A. They may, for one month; if the articles are expensive and likely to throw the man in debt, or at the man's own request.

[*Idem.*]

Q. May any part of a soldier's pay be stopped for the purpose of covering part of the expense of browning arms or altering clothing?

A. No. [*W. O. Circ.*, 15th July, 1861. *H. G. Order*, 5th June, 1862.]

Q. What is the charge for sheet-washing and hair-cutting?

A. Twopence for sheet-washing and a penny for hair-cutting, per man. [*W. O. Circ.*, 8th Aug., 1859. *H. G. Order*, 3d July, 1857.]

Q. When a soldier has paid for sheet-washing, is he to be called upon to make any further payment on removal to another station?

A. Not within one month. [*War Office Circular*, 8th Aug., 1859.]

Q. On removal from a barrack, what certificate as to the charge for sheet-washing should be obtained from the barrack-master?

A. A certificate of last payment for sheets. [*Idem.*]

Q. Are troops liable to any other charge for sheets?

A. Not except as a barrack damage. [*Idem.*]

Q. Are troops liable for damages to barrack property?

A. Yes, if under their care, unless the damage has been caused by fair wear and tear. [*Q. Reg., Barracks.*]

Q. For what purpose is an advance of pay sanctioned to soldiers embarking for foreign stations?

A. To provide them with extra necessaries and subsistence during the voyage. [*War Office Circular*, 24th December, 1852.]

Q. What is to be done with the balance?

A. It is to be paid to the officer in charge, and to be delivered by him to the paymaster abroad for issue, if not necessarily expended during the voyage. [*Q. Reg., Sea Necessaries.*]

(6.) Pay, &c., when on Furlough and in Prison.

Q. To what daily rate of pay are non-commissioned officers and soldiers entitled when on furlough?

A. Serjeants, one shilling per day; corporals, drummers, and privates, eightpence per day. [*Q. Reg., Furloughs.*]

Q. What is done with the balance of pay due to non-commissioned officers and soldiers on furlough?

A. It is to be retained by the paymaster, in order to its being applied to the provision of such articles as they may require on re-joining the regiment. The remainder, if any, is of course to be paid to the soldier.

[*Q. Reg., Furloughs.*]

Q. Are soldiers credited with beer money on furlough?

A. No.

[*War Office Regulations.*]

Q. At what rate per diem is the subsistence money of a soldier under sentence of a court-martial in a military prison to be drawn?

A. Sixpence.

[*Q. Reg., Courts-Martial.*]

Q. At what rate per diem is the subsistence money of a soldier under sentence of a court-martial in a civil prison to be issued?

A. One shilling per diem in Great Britain and Ireland, sixpence per diem elsewhere.

[*M. Act, Gaols.*]

Q. In what manner is the subsistence of a prisoner in the cells to be provided for?

A. The subsistence of all prisoners is to be handed over to the provost serjeant in advance.

[*Q. Reg., Barrack Cells.*]

Q. When and in what manner is the provost serjeant to account to regiments for the subsistence advanced on account of prisoners?

A. When the prisoners are released from confinement he is to account for their subsistence according to a prescribed form, paying over at the same time such balance as may have accrued.

[*Idem.*]

Q. How is prisoners' washing provided for?

A. By the provost serjeant out of the subsistence.

[*Idem.*]

Q. When soldiers are, under prison regulations, released from confinement before the expiration of their sentences, and are confined to barracks, and exempt from duty until the time of their sentence has expired, how are they to be subsisted?

A. A ration, or the price of it, is to be given them.

[*H. G. Order, 31st Dec., 1861.*]

Q. When soldiers are acquitted of the charge, whether civil or military, on which they have been confined, how are they settled with?

A. After deducting expense of subsistence, the arrears of their pay are credited to them.

[*War Office Explan. Dir.*]

(7.) *Soldiers' Accounts.*

Q. How often are the men's accounts to be closed, and what explanations regarding them are the men to receive?

A. They are to be closed at the end of every month, and the captains or officers commanding companies are to explain personally to their men the several items with which they may be debited and credited.

[*Q. Reg., Interior Economy.*]

Q. What is to be done with the balances which may remain due to men at the monthly settlement of their accounts?

A. They are to be carried to their credit in the accounts of the ensuing month. [Q. Reg., *Interior Economy*.]

Q. What document is to be furnished monthly to the commanding officer, by officers commanding companies, relative to the payment of their men?

A. An acquittance roll, containing the names of the men, and showing the debts and credits, with the signature of each man, and a certificate by the officer. [Idem.]

Q. How are the accounts of soldiers who cannot write to be verified?

A. By the signature of a witness to the soldier's mark. [Idem.]

Q. What should every non-commissioned officer and soldier be provided with, to show at all times the actual state of his accounts?

A. A book, in which the amount of the monthly balance is entered. Officers commanding companies are responsible that the book is signed and completed at every monthly settlement. [Idem.]

Q. When soldiers are transferred from one regiment to another, to what date are they to be settled with in their old corps?

A. To the date of their transfer. [Q. Reg., *Transfers*.]

(8.) *Savings' Banks.*

Q. Who is responsible for the safe keeping and accuracy of the company's savings' bank ledger?

A. The captain. [War Office Warrant, 31st Aug., 1861.]

Q. What is the maximum of each soldier's deposit in the savings' bank upon which interest is allowed in one year?

A. Thirty pounds (exclusive of interest added). [Idem.]

Q. What is the largest sum which can be held in a military savings' bank on account of a soldier?

A. Two hundred pounds (inclusive of interest added). [Idem.]

Q. What is the smallest sum which a soldier can deposit or leave in a military savings' bank?

A. One shilling. [Idem.]

Q. What are the rules regarding the rate of interest allowed on deposits in a military savings' bank?

A. The rate of interest is £3 15s. per cent. per annum; but no interest is allowed upon any other parts of a pound sterling than 6s. 8d. and 13s. 4d., nor upon any sums that have not remained in deposit at least one month, to be reckoned from the last day of monthly settlement; and interest is only allowed upon sums withdrawn up to the settlement day preceding the day of withdrawal, unless such day be the settlement day. [Idem.]

Q. How often is the interest on deposits in a military savings' bank added to principal?

A. It is added quarterly, and thenceforward bears interest.

[*War Office Warrant, 31st Aug., 1861.*]

Q. If a sum remains deposited at the end of the year in a military savings' bank in excess of the limit of £30, is such sum to be considered a deposit made in the ensuing year, and to bear interest accordingly?

A. It is.

[*Idem.*]

Q. Is the amount of interest which is allowable affected by the investment of a *gratuity*?

A. No.

[*Idem.*]

Q. In calculating a soldier's deposits in a military savings' bank, on what day is the year to be considered as ending?

A. On the 31st March.

[*Idem.*]

MESSING.

Q. What do the regulations direct with reference to superintendence by superior officers of the arrangements for messing?

A. The unremitting attention of general and commanding officers is to be given to it as an object of primary importance.

[*Q. Reg., Interior Economy.*]

Q. Who are responsible to the commanding officer that the men's messes are provided on the most economical principle?

A. Officers commanding companies. They are bound to take care that all arrangements are made with a due regard to the comfort and advantage of the soldiers.

[*Idem.*]

Q. Of how many meals does a soldier's messing consist?

A. Three; breakfast, dinner, and an evening meal.

[*Idem.*]

Q. State how the regulated stoppage from a soldier's pay for messing is to be expended.

A. The price of the daily ration of bread and meat is fourpence halfpenny. The remainder, threepence halfpenny, is to be expended in the purchase of other articles, such as tea, coffee, sugar, pepper, salt, vegetables, flour, oatmeal, milk, &c. At certain stations some of these articles are supplied at fixed rates by the commissariat, and a reduction in the usual price of messing is thereby effected.

[*]

Q. Of what quantity of bread and meat does the soldier's daily ration consist?

A. One pound of bread and three-quarters of a pound of meat.

[*War Office Regulations.*]

Q. By whom is the money for articles of messing (exclusive of articles supplied at certain stations by the commissariat) to be expended?

A. By a market party, consisting of a corporal and two men, or a man from each mess. [*

Q. Are the men permitted to procure the articles of messing required from any tradesman they please?

A. They are. The officer commanding the company, however, is responsible that the money is expended in strict accordance with regulation. [* Q. *Reg., Interior Economy.*

Q. Should the tradesmen who supply articles of messing to the men be paid daily, weekly, or monthly, and who is responsible for the payment?

A. Payment should be made daily. The captain of the company is responsible that all such payments are made. [*

Q. What method is adopted to ensure the proper expenditure of the mess money entrusted to the corporal in charge of the company's market party?

A. A book is given him, in which is entered the number of men in mess, the articles required, and the amount to be expended. The book is to be signed both by the corporal and by the person who supplies the messing, as a voucher for the payment. [*

Q. How should all kitchen stuff be disposed of?

A. It should be sold, the proceeds being credited to the companies in their mess books. [*H. G. Order, September, 1861.*

Q. If an officer in command of troops embarked in a transport has reason to complain of any neglect in victualling the men, what course should he pursue?

A. He should complain to the transport agent. Minutes of all such circumstances should be taken by the commanding officer, and kept by him, if not in company with the transport agent.

[*Q. Reg., Duties on Board Ship.*

Q. On board an India ship, what step should the officer commanding troops take if dissatisfied with the messing provided for his men?

A. He should make a complaint to the commander of the ship.

[*Q. Reg., Passage in India Ships.*

NECESSARIES.

Q. To whom are all accounts, petitions, and requisitions relative to the clothing, equipments, accoutrements, and necessities of the army to be submitted?

A. To the Secretary of State for War. [*Q. Reg., Correspondence.*

Q. May a commanding officer sanction any deviation from the approved pattern in the necessities supplied to his men?

A. No; he is forbidden to do so. [*Q. Reg., Interior Economy.*

Q. How are sealed patterns of necessities obtained by regiments?

A. On requisition to the War Office.

[*Clothing Warrant, 10th Oct., 1862.*]

Q. In what manner is a recruit joining the army supplied with necessities?

A. He receives a complete kit, free of all charge, as a single issue, to be kept up by him at his own expense. [*Idem.*]

Q. What do the Queen's Regulations direct with reference to the marking of necessities?

A. That every article capable of receiving a mark is to be marked, with indelible ink, with the owner's name and number, the number of the regiment, and date of delivery.

[*Q. Reg., Necessaries.*]

Q. When and where are necessities to be marked?

A. In the quartermaster's store, before issue.

[*Clothing Warrant, 10th Oct., 1862.*]

Q. By whom is the expense of marking necessities to be defrayed?

A. By the soldier, with the exception of the first kit, the marking of which is to be charged to the public. [*Idem.*]

Q. What sum is allowed for marking a full kit?

A. 1s. 8d. in regiments wearing trousers; 2s. in regiments wearing the kilt; 1s. 7d. in rifle corps. [*Idem.*]

Q. When small numbers of articles are issued, what sum is allowed for marking?

A. One halfpenny per article.

[*Idem.*]

Q. Name the articles of necessities which every soldier is required to have in possession.

A. 1 tin of blacking; 1 pair of braces; 1 brass brush (except rifles); 1 clothes' brush; 1 shaving brush; 2 shoe brushes; 1 forage cap; 1 comb; 1 holdall; 1 shell jacket; 1 knapsack, with straps; 1 knife, fork, and spoon; 1 mess tin, cover, and strap; 1 pair mitts; 1 razor and case; 2 flannel, or 3 cotton, shirts; 3 pairs worsted socks; 1 sponge; 1 button stick (except rifles); 1 stock; 2 towels; 1 cake of soap. [*Idem.*]

Q. What is added to the lists of necessities in hot climates?

A. Two cotton frocks.

[*Idem.*]

Q. By whom are cotton frocks in warm climates to be provided and kept up?

A. By the men.

[*Idem.*]

Q. May any other articles than those detailed in the clothing warrant be charged against the men?

A. Not without the special sanction of the Secretary of State for War. [*Idem.*]

Q. When jackets are furnished in materials, what sum will be allowed for making up by the public ?

A. One shilling and fourpence.

[*Clothing Warrant, 10th Oct., 1862.*]

Q. When jackets are issued made up, what sum will be allowed by the public for fitting ?

A. The unavoidable expense, not exceeding 4d. [*Idem.*]

Q. In what manner are necessaries supplied to regiments ?

A. From the public stores, upon payment, at such prices as may from time to time be fixed by the War Office. [*Idem.*]

Q. What arrangement is made to cover freight and deteriorations of necessaries on foreign stations ?

A. A percentage is added, and included in the published prices.

[*Idem.*]

Q. In what manner are requisitions to be made for necessaries by regiments abroad ?

A. Annually, at the same time with the requisitions for clothing, for such quantities as will probably be required during the ensuing year. [*Idem.*]

Q. In what manner are requisitions for necessaries and free kits to be made by regiments and depots at home ?

A. Half-yearly—on the 1st March and 1st September. [*Idem.*]

Q. In making requisitions for necessaries, what must be attended to ?

A. To avoid accumulating an unnecessary stock. [*Idem.*]

Q. When necessaries are received by a regiment, what inspection of them is to be made ?

A. That of a Board, whose report is forwarded to the War Office, and, in case of complaint, to the adjutant-general also. [*Idem.*]

Q. By whom are the necessaries in store to be kept under ordinary circumstances ?

A. By the quartermaster. [*Idem.*]

Q. In what capacity only is the quartermaster permitted to act with regard to necessaries ?

A. In that of a storekeeper. [*Q. Reg., Necessaries.*]

Q. With whom does the responsibility for the care and preservation of necessaries in the quartermaster's store rest ?

A. With the commanding officer.

[*Clothing Warrant, 10th Oct., 1862.*]

Q. By whom are the accounts of necessaries to be kept ?

A. By the paymaster. [*Idem.*]

Q. How are the necessaries in store to be accounted for to the public ?

A. The annual kit account is rendered to the War Office on the 31st March, showing receipts and issues during the year. [*Idem.*]

Q. When troops are on active service in the field, what is to be done with necessaries in store ?

A. They are to be given over to the store officer accompanying the army, to whom all requisitions are to be addressed, and who will obtain the necessary supplies from England.

[*Clothing Warrant, 10th Oct., 1862.*

Q. In what manner are necessaries to be issued to the men ?

A. Upon the written requisitions of officers commanding companies.

[*Idem. Q. Reg., Necessaries.*

Q. What method is adopted of recovering the price of necessaries from the men ?

A. The quartermaster renders an account to the paymaster of the sum to be charged against each company. The paymaster recovers the amount, and credits it to the public in his quarterly pay list.

[*Clothing Warrant, 10th Oct., 1862.*

Q. Are officers or non-commissioned officers permitted to become vendors of necessaries to the troops; or to have in their possession any article whatever for the purpose of being issued to the men ?

A. No.

[*Q. Reg., Necessaries.*

Q. Are individuals of any rank in the army permitted to receive any fee or gratuity in the shape of discount on payment for articles furnished or work done for the troops ?

A. No.

[*Idem.*

Q. When an article of necessaries is issued to a soldier, in which of the books of his company should the issue be at once recorded ?

A. In the day-book.

[*Q. Reg., Books.*

Q. When a soldier is transferred from one regiment to another, what document relative to his necessaries is he to take with him to his new corps ?

A. A list of articles in possession.

[*Q. Reg., Transfers.*

Q. Is a transferred soldier obliged to supply himself with articles of necessaries requisite in consequence of difference of regimental pattern in the new corps ?

A. No; he receives them from the public.

[*Clothing Warrant, 10th Oct., 1862.*

Q. When soldiers are admitted to hospital, do they take their necessaries with them ?

A. Yes; they are kept for them in the hospital stores.

[*Hospital Regulations.*

Q. When soldiers are committed to military prisons, what arrangements are made as to their clothing and necessaries ?

A. They take with them such articles only as are necessary for going to and from prison. They are supplied in the prison with necessaries.

[*War Office Circular, 1st Aug., 1849.*

Q. When a soldier is sentenced to imprisonment by the civil power for a term not exceeding one year, what is done with his kit?

A. It is retained by his corps, and re-issued to him on his release.

[*Clothing Warrant, 10th Oct., 1862.*]

Q. What arrangement is sanctioned regarding the necessaries of a soldier sentenced by the civil power to imprisonment for more than one year, if he is retained on the strength?

A. His kit will be sold, and the balance, after paying his debts, will be credited to the public. On rejoining, he will be supplied at the public expense with such articles as were sold.

[*Idem.*]

Q. Do soldiers take their kits with them to the cells?

A. Yes; as part of their punishment consists in packing and unpacking their knapsacks between drills.

[*Q. Reg., Cells.*]

Q. Have men who lose their necessaries on becoming prisoners of war any claim against the public on account thereof?

A. No; but, on rejoining, they will, if requisite, be supplied with fresh necessaries at the public expense, if recommended, under the provisions of the Mutiny Act.

[*Clothing Warrant, 10th Oct., 1862.*]

Q. When should sea necessaries be issued to troops embarking?

A. After embarkation.

[*Q. Reg., Sea Necessaries.*]

Q. Wherein are the sea necessaries enumerated which are to be provided?

A. In the Queen's Regulations.

[*Idem.*]

Q. May the lists of sea necessaries be modified by the commanding officer?

A. Yes, according to the probable duration of the voyage, which must depend on the description of vessel.

[*Idem.*]

Q. If soldiers embarking are already in possession of sea necessaries, is a duplicate supply to be given?

A. Not if the first are serviceable.

[*Idem.*]

Q. Are men embarking to be supplied with tobacco?

A. Only such as desire it.

[*Idem.*]

Q. Should sea necessaries be marked?

A. Yes.

[*Idem.*]

SECTION VI.

WEIGHT OF KNAPSACK—ARMS—ACCOUTREMENTS—AND
AMMUNITION, ETC.

Q. What is the weight of the soldier's knapsack, packed as in marching order; of his firelock, with and without the bayonet; of his pouch, with and without ammunition; and of his accoutrements?

	Lbs.	Oz.		Lbs.	Oz.
A. Knapsack, . . .	18	0	Pouches, with ammunition, 7	3	
Firelock, with bayonet, 10	0	$\frac{1}{4}$	„ without „ .	2	0
„ without „ .	9	0	Accoutrements, .	2	10
					[*

Q. What is the quantity of ammunition which the pouches are calculated to carry?

A. Sixty rounds.

[*H. G. Order, 21st May, 1859.*

SECTION VII.

RIFLE DRILL AND PRACTICE—THEORETICAL PRINCIPLES OF
MUSKETRY.(1.) *Duties, Instructors, &c.*

Q. Under whose responsibility is the rifle training of every battalion placed?

A. Under that of the commanding officer. [*Musk. Reg., Pt. I.*]

Q. By whom is all correspondence to be conducted, and who are accountable for the accuracy of all musketry returns, &c.?

A. Commanding officers. [*Idem.*]

Q. What are the regulations regarding the "Musketry Instruction" and attendance at drill and practice of officers?

A. The field officers are to render themselves acquainted with the theory and practice of musketry, and to superintend the platoon and skirmishing practices; the captains and subalterns are to attend rifle drill and practice with their companies.

[*Idem. H. G. Order, 30th Oct., 1862.*]

Q. What information should every company officer possess regarding his men with respect to musketry instruction.

A. He should be acquainted with the proficiency of every man of his company in shooting and judging distance. [*Musk. Reg., Pt. I.*]

Q. Who is responsible, under the commanding officer, for the entire musketry training of the young officers and recruits, and for the annual theoretical and preliminary instruction of the other officers and soldiers of the battalion?

A. The officer instructor of musketry. [*Idem.*]

Q. Is the officer instructor of musketry responsible that the target and judging distance practices are conducted with uniformity by the several companies, and strictly according to regulation?

A. He is. [*Idem.*]

Q. What non-commissioned officer of every company is to be appointed company instructor?

A. The colour serjeant, or, in his absence, the next senior serjeant. [*Idem.*]

Q. What are the duties of the company instructor?

A. He is to attend with his company when at target and judging

distance drills, to assist the officer and serjeant instructors in their duties, and is also to be charged, under the orders of his captain, and of the officer and serjeant instructors, with the instruction of the men in the cleaning and management of their arms, and in the target and judging distance practices. [*Musk. Reg., Pt. I.*]

(2.) *General Course of Instruction.*

Q. How soon after joining is a recruit to commence his course of musketry drill and practice?

A. When he has been taught the platoon exercise by the adjutant and serjeant-major. [*Musk. Reg., Pt. II.*]

Q. May every man by attention to instruction and careful practice become a good shot?

A. Every man who has no defect in his eyes may. [*Idem.*]

Q. Into how many parts is the instruction in musketry divided?

A. Two,—viz., PRELIMINARY DRILL and PRACTICE. [*Idem.*]

Q. What subjects are comprised under the head of Preliminary Drill?

A. 1. Cleaning arms. 2. Theoretical principles. 3. Aiming drill. 4. Position drill. 5. Snapping caps. 6. Blank firing. 7. Judging distance drill. 8. Manufacture of cartridges. [*Idem.*]

Q. What subjects are comprised under the head of Practice?

A. 1. Firing singly. 2. Firing by files. 3. Firing in volleys. 4. Firing in skirmishing order. 5. Judging distance practice. 6. Firing without using the back-sight. [*Idem.*]

PRELIMINARY DRILL.

(3.) *Cleaning Arms.*

Q. Is it possible to produce accurate shooting with a dirty rifle?

A. It is not. [*Musk. Reg., Pt. III., S. 1.*]

Q. In what order is the instruction in cleaning arms to be given?

A. The soldier is first to be taught the names of the different parts of the lock and rifle, and afterwards the rules for cleaning and keeping them in order. [*Idem.*]

Q. Into how many lessons is the cleaning of arms divided?

A. Eight. [*Idem.*]

Q. What is the FIRST lesson in cleaning arms?

A. To name the limbs of the lock and other principal parts of the rifle; also to explain how to dismount the lock. [*Idem.*]

Q. Name the limbs of the lock.

A. Mainspring.
Sear spring.
Sear.
Bridle.
Hammer.
Tumbler.

Swivel.
Lock plate.
Nails { Tumbler.
or { Sear spring.
pins, { Sear.
Bridle.

[*Musk. Reg., Pt. III., S. 1.*]

Q. Name the principal parts of the rifle.

Stock.

A. Nose cap.
Bands, { Upper.
Middle.
Lower.
Swell.
Projections.
Lock side.
Head.
Small.
Trigger guard.
Trigger plate.
Trigger.
Breech nail.
Side nails.
Butt, { Toe.
Heel.
Heel plate.

Barrel.

Muzzle.
Front or fore-sight
Back or { Flanges.
elevating { Flap.
sight, { Slider.
Spring.
Bed.
Nipple lump.
Nipple, { Cone.
Square.
Shoulder.
Touch-hole.
Breech.
Breech pin, { Face.
Tang.
Breech nail-hole. [*Idem.*]

Q. State how the lock is to be dismounted.

A. 1st. Unscrew and remove tumbler pin. 2^d. Put the lock at full cock, then place the cramp on the mainspring, and, after letting the hammer down, remove it. 3^d. Partly unscrew the sear spring pin, then place the edge of the turn screw between the bend of the sear spring and lock plate, to raise the former from the latter, after which unscrew the sear spring pin, and remove the sear spring. 4th. Unscrew the sear pin and remove sear. 5th. Unscrew the bridle pin and remove bridle. 6th. Remove the hammer (which is to rest in the hollow of the hand) by a few smart taps—as near the lock plate as possible—with something softer than itself. 7th. Remove the tumbler. 8th. Remove the swivel from the tumbler. [*Idem.*]

Q. What is the SECOND lesson in cleaning arms?

A. To name the different parts of the limbs of the lock.

1st. *Mainspring.*

2^d. *Sear Spring.*

1. Catch. 2. Return. 3. Stud. 1. Eye. 2. Return. 3. Stud.
4. Bend. 5. Spring. 6. Claws. 4. Bend. 5. Spring. 6. Toe.

3d. Sear.

1. Arm. 2. Body. 3. Eye.
4. Neck. 5. Nose.

4th. Bridle.

1. Stud. 2. Foot. 3. Bridle
pin-hole. 4. Tumbler pivot-hole.
5. Sear pin-hole.

5th. Hammer.

1. Mouth. 2. Head. 3. Comb.

4. Neck. 5. Body. 6. Hole
for square of tumbler.

6th. Tumbler.

1. Pivot. 2. Bearer. 3.
Shaft. 4. Swivel pivot-holes.
5. Half bent. 6. Full bent.
7. Axle. 8. Squares. 9. Tum-
bler pin-hole.

7th. Swivel.

1. Body. 2. Pivots.

Lock Plate.

1. Front side nail-hole. 2. Mainspring stud-hole. 3. Fore
stud. 4. Bridle stud-hole. 5. Bridle pin-hole. 6. Hind stud.
7. Hind side nail-hole. 8. Sear spring pin-hole. 9. Sear spring
stud-hole. 10. Sear pin-hole. 11. Tumbler axle-hole.

[*Musk. Reg., Pt. III., S. 1.*]

Q. What is contained in the THIRD lesson in cleaning arms?

A. Instructions to clean the lock and rifle, and to keep them in proper order. [*Idem.*]

Q. May brick dust or powder of any kind be used in cleaning the lock?

A. No; it would remove the case hardening. [*Idem.*]

Q. Whether should animal or vegetable oil be used in cleaning the lock?

A. Animal oil. [*Idem.*]

Q. In sponging the barrel of the rifle with water, what should the soldier be taught carefully to avoid?

A. Allowing any of the water to get between the stock and barrel, or into the lock, or wetting the snap cap. [*Idem.*]

Q. What should be done with the rifle on every occasion before using it?

A. The barrel should be wiped out clean and dry. [*Idem.*]

Q. Detail the instructions contained in the FOURTH lesson in cleaning arms, viz., to remount the lock.

A. 1st. Attach the swivel to the tumbler. 2d. Place the tumbler in the axle-hole of lock plate, with its bearer against the hind stud. 3d. Fix the bridle on the pivot of tumbler, and its stud in the lock plate; then screw home the bridle pin. 4th. Place the sear between the bridle and lock plate, with its nose against the tumbler, and screw home the sear pin. 5th. Partly screw the sear spring to the lock plate, then with the thumb of the left hand press the spring against the body of the sear, until the stud enters the stud-hole, and screw home the sear spring pin. 6th. Fix the ham-

mer on the squares of the tumbler in a position as if on the nipple, and screw home the tumbler pin. 7th. Attach the swivel by its pivots to the claws of the mainspring; then put on the mainspring by placing the stud in the lock plate and its catch against the fore stud; after which place the lock at full cock, to remove the cramp; then ease the lock to half cock. [*Musk. Reg., Pt. III., S. 1.*]

Q. What is contained in the FIFTH and SIXTH lessons in cleaning arms?

A. The uses of the different parts of the lock. [*Idem.*]

Q. What is the use of the mainspring?

A. It acts on the tumbler to draw the hammer down. [*Idem.*]

Q. What is the use of the sear spring?

A. It acts upon the sear; the toe of the spring bears against the body of the sear, and presses it outwards whenever the tumbler is revolved, by drawing the hammer backwards, thereby causing the nose of the sear to enter the full and half bents. [*Idem.*]

Q. How does the sear act?

A. As a stop on the movement of the tumbler, into the full and half bents of which the sear nose enters to keep the lock at full and half cock. [*Idem.*]

Q. What is the use of the bridle?

A. It secures the tumbler and sear in their proper places on the lock plate. [*Idem.*]

Q. What is the use of the hammer?

A. To explode the cap. [*Idem.*]

Q. What are the uses of the tumbler?

A. It holds the hammer and revolves in the lock plate and bridle. The notches on its side, termed "bents," retain the hammer at full and half cock. The shaft connects the mainspring with the tumbler by means of the swivel. [*Idem.*]

Q. What is the lock plate?

A. It is the foundation on which the parts are fixed. [*Idem.*]

Q. What do the SEVENTH and EIGHTH lessons in cleaning arms contain?

A. Explanations as to how the rifle and ammunition may get out of order, and how this may be prevented. [*Idem.*]

Q. Is a soldier permitted to rectify any defect in the pull-off of his rifle?

A. No; when necessary, any such defect must be rectified by the armourer. [*Idem.*]

Q. What is meant when a lock is said to be wood bound, and how is this defect caused?

A. When the parts are imbedded in the wood work of the stock, and are thereby prevented from exercising their proper functions. This defect may arise from the swelling of the wood in damp

weather, or be occasioned by screwing the lock too tightly to the stock.

[*Musk. Reg., Pt. III., S. 1.*]

Q. What are the most frequent causes of miss fires?

A. The weakness of the mainspring, the dirty or rusty state of the tumbler axle-hole and axle of tumbler, or the cap not being pressed firmly home on the nipple.

[*Idem.*]

Q. How should a soldier act when he suspects that the barrel of his rifle is either bent or dented?

A. He should report the circumstance.

[*Idem.*]

Q. Is the soldier permitted to use his rifle for carrying any weight?

A. No.

[*Idem.*]

Q. How are the barrels of rifles frequently injured?

A. By being placed forcibly in a rack, or piled carelessly; being permitted to contract rust; or by dirt being rammed down with the charge.

[*Idem.*]

Q. What should be carefully attended to, to ensure the preservation of the ammunition in pouches?

A. The inside of the pouches should be kept clean. When there are loose cartridges in the pouch they should be folded in paper. The pouch should always be well packed, and no vacant space allowed to remain in it. Cartridges and caps should be kept as dry as possible.

[*Idem.*]

Q. How may the soldier preserve the dryness of the touch-hole of his rifle during rain on piquet, &c., without impeding the action of the percussion cap?

A. By stopping up the nipple with grease, or by driving a peg of soft wood into the nipple. The percussion cap should then be put on and the spring eased. Neither the grease nor the peg will in any way impede the action of the cap.

[*Idem.*]

Q. Is a soldier permitted to remove the lock from the stock, and take it to pieces?

A. Not until he is acquainted with the instructions for cleaning arms in detail, and has been officially certified by the officer instructor to be so.

[*Idem.*]

Q. Are soldiers permitted under any circumstances to remove the barrel from the stock of their rifles?

A. No.

[*Idem.*]

Q. Is it a part of the armour serjeant's duty to instruct the soldier in the mechanism and construction of his rifle?

A. Yes.

[*Idem.*]

(4.) *Theoretical Principles.*

Q. To whom is the instruction of the soldier in the theoretical principles of musketry specially confided?

A. To the officer instructor. [*Musk. Reg., Pt. III., S. 2.*]

Q. Is the construction of the barrel of a rifle such as of itself to give elevation to the ball?

A. It is. The upper surface does not lie in the same direction as the inside or bore. [*Idem.*]

Q. What is meant by the "axis of the piece?"

A. It is an imaginary line along the centre of the barrel, which denotes the course taken by the centre of the bullet whilst under the influence of the exploded powder, and the distance and direction in which it is guided in its flight. [*Idem.*]

Q. What is meant by the line of fire?

A. The direction in which the bullet would fly, and with uniform velocity, were it not impeded by the resistance of the atmosphere, and drawn from it by the force of gravity. [*Idem.*]

Q. Describe how the resistance of the air acts on the flight of the bullet.

A. The atmosphere is an elastic fluid, consisting of a multitude of small particles which cannot be moved or set aside by the bullet without imparting to it some degree of reactionary force, and thereby reducing at every moment the velocity of its flight. The greater the velocity with which the bullet is proceeding, the greater is the resistance it meets. [*Idem.*]

Q. How does the force of gravity influence the flight of the bullet?

A. It commences to act upon the bullet as soon as it quits the muzzle, and draws it towards the ground with greater velocity in proportion to the time it is exposed to its influence. [*Idem.*]

Q. Describe what is meant by the "trajectory."

A. It is the curved line in which the bullet is forced to move by the resistance of the air and the force of gravity. [*Idem.*]

Q. Is the trajectory a uniform curve throughout?

A. No. For a short distance the course of the bullet scarcely deviates from the line of fire. The curve increases as the bullet becomes more distant from the muzzle. [*Idem.*]

Q. If the "axis of the piece" be directed on an object, will the bullet ever hit that object?

A. No; the bullet will pass below it. [*Idem.*]

Q. How far has it been found by experiment that the bullet falls in the first 100 yards?

A. About 1 foot 5 inches. [*Idem.*]

Q. To enable the bullet to strike an object 100 yards distant, to what point above the object must the line of fire be directed?

A. To a point 1 foot 5 inches above it. [*Idem.*]

Q. In order to fire with accuracy, how is it necessary that the sights should be aligned?

A. They must be carefully aligned between the eye and the mark. [*Musk. Reg., Pt. III., S. 2.*]

Q. If the sights on the upper surface of the barrel were so constructed as to be in the same direction, i. e., parallel to the axis, or if the barrel were as thick at the muzzle as at the breech, what consequence would ensue from aiming 1 foot 5 inches above the mark?

A. The firer would lose sight of the mark, and consequently be uncertain of his elevation. [*Idem.*]

Q. Describe how the sights are arranged to enable the firer to give the necessary elevation without losing sight of the mark in so doing.

A. The height of the lowest back-sight of the rifle is so arranged that (together with the difference of thickness of metal of barrel between breech and muzzle) when aim is taken straight upon an object at 100 yards, the axis of the piece receives the necessary elevation. Instead of giving elevation by raising the muzzle, the object is attained by lowering the breech. [*Idem.*]

Q. As aim taken at an object at 200 yards or upwards with the 100 yards sight would cause the bullet to pass below it, what arrangement is made to enable the firer to aim straight at the mark at all distances?

A. The back-sight is made capable of adjustment for all distances from 100 to 900 yards by means of a flap and sliding bar; so that if the firer be certain of his distance, and adjust his sight accordingly, he need not trouble himself about the elevation, which is arranged for him in the construction of the sights. [*Idem.*]

Q. To ensure accurate firing, is it necessary that the sights should be held perfectly upright?

A. It is. [*Idem.*]

Q. What effect would the inclination of the sights to either side have upon the flight of the bullet?

A. Instead of hitting the mark aimed at, the bullet would invariably strike on that side to which the sight is inclined. The greater the distance the greater would be the error. [*Idem.*]

Q. Has the inclination of the sights to one side or other any effect on the elevation?

A. Yes; it lessens it. [*Idem.*]

Q. As the soldier, however well trained, cannot always be certain of the correct distance of an object, how should he be taught to fire his first shot when in the field?

A. Rather under than over the estimated distance; as, if it falls short, the bullet may possibly, in its bound or ricochet, strike the object. [*Idem.*]

Q. Explain the effect of wind on a bullet in motion.

A. When blowing from the right, it will carry the bullet to the left of the mark, and *vice versa*; when from the front, it will reduce the speed; and when from the rear, increase it.

[*Musk. Reg., Pt. III., S. 2.*]

Q. Is the effect of wind from front or rear as great as that of a side wind?

A. No.

[*Idem.*]

Q. How must the soldier be taught to remedy the effect of wind?

A. By allowing for the deviation when taking aim.

[*Idem.*]

Q. What effect has the sun, when shining, on aim?

A. If shining from the left, it lightens up the left side of the fore-sight and the right side of the notch of the back-sight, which is apt to cause the axis to be directed to the right in taking aim, and *vice versa*.

[*Idem.*]

Q. What should the soldier be taught to do in aiming at an object in motion?

A. To aim a little in advance of the object, being guided by the pace it is going and its distance from the firer.

[*Idem.*]

Q. In firing with a reduced charge of powder, how should the soldier aim?

A. A little over the object.

[*Idem.*]

Q. Why should the soldier always, when practicable, load standing in place of kneeling?

A. Because in loading it is desirable that the barrel should be kept perfectly upright, to prevent powder sticking in the fouling on the sides of the barrel.

[*Idem.*]

Q. When the lubricating material round the bullet appears to have melted away, or been removed, what should the soldier do in loading?

A. The sides of the bullet should be wetted in the mouth before putting it in the barrel.

[*Idem.*]

Q. If the soldier finds that his cartridge invariably rams down hard, or is loose in the barrel, what should he do?

A. Report the circumstance, as the rifle may not have a proper bore.

[*Idem.*]

Q. What was the chief cause of error in the smooth bore musket?

A. The excess of windage.

[*Idem.*]

Q. What is meant by windage?

A. Difference of size between the bore and the bullet.

[*Idem.*]

Q. Why was an excess of windage necessary in the smooth bore musket?

A. To enable the bullet to enter after the barrel became foul from firing.

[*Idem.*]

Q. What effect has windage on the course of a bullet?

A. It causes the bullet to rebound in the barrel, instead of passing evenly along it, the result of which is, that on whatever side the

ball last strikes the barrel, it receives a re-actionary force, which diverts it from the course it is intended to pursue.

[*Musk. Reg., Pt. III., S. 2.*]

Q. How has windage been completely done away with?

A. By the adoption of an elongated bullet, so contrived that it enters the barrel easily; but on the explosion of the powder taking place its cylindrical portion dilates, so that it fits the barrel tightly on its passage out.

[*Idem.*]

Q. How are the evils corrected which would result from any unevenness on the surface of the bullet?

A. By rifling the barrel.

[*Idem.*]

Q. When is a barrel said to be rifled?

A. When it has grooves cut down the inside of it.

[*Idem.*]

Q. Why are the grooves of a rifle cut in a spiral direction?

A. To cause the bullet to turn or spin on its longer axis.

[*Idem.*]

Q. What degree of turn or twist is given to the grooves?

A. A half-turn in the length of the barrel.

[*Idem.*]

Q. Does the spinning movement given by the grooves to the bullet continue during its flight?

A. Yes.

[*Idem.*]

Q. In what way does the spinning movement of the bullet ensure accuracy of flight?

A. By constantly presenting any imperfections of surface to the air in opposite directions.

[*Idem.*]

Q. Describe the bad effects of hard ramming in loading.

A. It causes imperfections on the surface of the bullet and injures the powder.

[*Idem.*]

(5.) *Aiming Drill.*

Q. In what is the recruit instructed at aiming drill?

A. In taking aim and adjusting the back-sight of his rifle.

[*Musk. Reg., Pt. III., S. 3.*]

Q. What rules are laid down for guidance in aiming?

A. 1st. That the sight should not incline to right or left. 2^d. That the line of sight should be taken along the centre of the notch of the back-sight and the top of the fore-sight, which should cover the middle of the mark aimed at. 3^d. That the eye should be fixed steadfastly on the mark aimed at, and not on the barrel or fore-sight. 4th. That in aiming the left eye should be closed.

[*Idem.*]

Q. Explain the difference between fine, full, and half sight.

A. *Fine sight* is when the line of sight is taken along the bottom of the notch of the back-sight, the fine point of the fore-sight being only seen in the alignment.

Full sight is when the point of the fore-sight is taken in alignment with the shoulder of the notch of the back-sight.

Half sight is when the point of the fore-sight is aligned midway between the shoulder and bottom of the back-sight.

[*Musk. Reg., Pt. III., S. 2.*]

Q. To what sight are all the rules for aiming, as laid down by regulation, intended to apply?

A. To the half sight. [*Idem.*]

Q. At what distances is aiming drill to be practised?

A. At every 50 yards from 100 to 900 yards. [*Idem.*]

Q. What are to be the dimensions of the bull's eyes at different distances in aiming drill?

A. From 100 to 300 yards—eight inches in diameter.

A. " 350 to 900 " two feet " [*Idem.*]

Q. How may a soldier strengthen his eye and improve his vision?

A. By looking at small objects at distances beyond those at which he will have to fire in practice. [*Idem.*]

(6.) *Position Drill.*

Q. What is to be taught the soldier in position drill?

A. To go through the motions of firing, standing and kneeling, with accuracy. [*Musk. Reg., Pt. III., S. 4.*]

Q. In what does position drill differ from platoon exercise?

A. The latter comprehends the positions of loading and firing in the ranks; the former, the essentials of good independent firing.

Q. In what order is position drill invariably to be practised? [*Idem.*]

A. In marching order. [*Idem.*]

Q. Should bayonets be fixed at position drill?

A. When standing, bayonets should be fixed; when kneeling, they should be unfixed. [*Idem.*]

Q. Before commencing position drill, what is the instructor to point out to each man?

A. An object to aim at. [*Idem.*]

Q. Into how many practices is position drill divided?

A. Into three. [*Idem.*]

Q. What caution is given in the FIRST PRACTICE?

A. "*Position drill—First practice, as a front (or rear) rank standing (or kneeling).*" [*Idem.*]

Q. Give the words of command in the first practice.

A. "*At — yards—Ready.*" "*Present.*" "*Two.*" "*Three.*" "*Ease springs—Order arms—Stand at ease.*" [*Idem.*]

Q. When the squad has been thoroughly instructed in the first practice in slow time, how is it to be exercised?

A. In the same practice, judging its own time. [*Idem.*]

Q. What are the principal objects of the first practice in position drill?

A. To accustom the recruit to handle his rifle expertly, and by strengthening the left arm, to give him a perfect command of it with his left hand. [*Musk. Reg., Pt. III., S. 4.*]

Q. Give the caution and words of command for the SECOND PRACTICE in position drill.

A. "*Position drill—Second practice, as a front (or rear) rank standing (or kneeling).*" "*At—yards—Ready.*" "*Present.*" "*Two.*" "*Three.*" "*Four.*" "*Five.*" "*Ease springs—Order arms—Stand-at-ease.*" [*Idem.*]

Q. Give the caution and words of command for the THIRD PRACTICE.

A. "*Position drill—Third practice, as a front (or rear) rank standing.*" "*Load.*" "*At—yards (or, As a front or rear rank kneeling, At—yards)—Ready.*" "*Independent firing from both flanks—Commence.*" "*Cease firing.*" [*Idem.*]

Q. What points are to be most minutely attended to in each man's position when at the present?

A. That the sights are upright—that the rifle is pressed firmly to the shoulder with the left hand—and that the trigger is pressed steadily, without motion of the hand or arm, until the hammer falls on the nipple; as also that the eye is fixed upon the mark during and after snapping. [*Idem.*]

Q. How is the instructor to ascertain that every man has the correct position; that in aiming he obtains the alignment quickly and readily; and that his aim is not lost by pulling the trigger?

A. He is to scrutinize each man of his squad in succession all the time it is practising, correcting errors in position. He is also to place himself in front of each man, and cause him to aim at his eye. [*Idem.*]

Q. When the instructor observes a fault in a man's position when the rifle is at the shoulder, how should he correct it?

A. He is to cause him to come to the "present" three or four times without loading, to correct the defect noticed. [*Idem.*]

(7.) Snapping Caps.

Q. For what purpose is snapping caps practised?

A. To accustom the recruit to the report caused by the explosion of the cap. [*Musk. Reg., Pt. III., S. 5.*]

Q. How long should the exercise of snapping caps be continued in each man's case?

A. Until the tendency to wink on the explosion is overcome, and the recruit becomes indifferent to the report. [*Idem.*]

Q. How many caps must be snapped by every man in the different positions when at preliminary drill as a recruit?

- | | | | |
|----|-------------------------------------|---|-----------|
| A. | 5 caps to be fired singly, | } | Standing. |
| | 2 " " by files, | | |
| | 3 " " in volleys, | | |
| | 5 " " singly, | | |
| | 5 " " in volleys, | } | Kneeling. |

[*Musk. Reg., Pt. III., S. 5.*]

Q. Should the instructor meet with difficulty in teaching recruits to aim, or should he find any of them snapping in a manner to destroy their aim, what should he cause them to do?

A. To snap caps aiming at the wick of a lighted candle placed about a yard from the muzzle of the rifle. [*Idem.*]

(8.) *Blank Firing.*

Q. For what purpose is a recruit to fire with blank cartridge before being permitted to fire with ball?

A. To accustom him to the explosion of the powder and the recoil thereon. [*Musk. Reg., Pt. III., S. 6.*]

Q. How many rounds of blank cartridge are to be fired in the different positions by every recruit at preliminary drill?

- | | | | |
|----|-------------------------------------|---|-----------|
| A. | 5 rounds to be fired singly, | } | Standing. |
| | 2 " " by files, | | |
| | 3 " " in volleys, | | |
| | 5 " " singly, | | |
| | 5 " " in volleys, | } | Kneeling. |

[*Idem.*]

Q. What should be explained to the recruit as to the recoil?

A. That by pressing the butt firmly into the hollow of the shoulder, he may control the recoil. [*Idem.*]

Q. Why is the recruit taught to press the centre of the heel plate to the hollow of his shoulder, and not the toe of the butt, when at the "present?"

A. To counteract the tendency of the explosion to throw the muzzle up, and thereby send the bullet high. [*Idem.*]

(9.) *Judging Distance Drill.*

Q. What is the recruit to be instructed to take note of in judging distance drill?

A. The size and appearance of men and objects at different distances. [*Musk. Reg., Pt. III., S. 7.*]

Q. In what manner is the soldier to be taught to estimate distances before he is allowed to engage in the judging distance practices?

A. Men are to be placed as points for observation, at the distances of 50, 100, 150, 200, 250, and 300 yards, facing the squad, standing at ease, looking to their front, and remaining in an erect position, unless ordered to the contrary. [*Musk. Reg., Pt. III., S. 7.*]

Q. Explain how fixed points for observation are thrown out.

A. The instructor is to fix upon some object in the distance, and align two men thereon twenty yards apart, and facing one another, and place ten paces to the right or left of the nearest man, and in the same line, another man as a point for covering. He is then to march a squad of six men, formed two deep, on the alignment chosen, and halt it at 50 yards' distance, when No. 3 of the rear rank will face about and cover the two men already aligned. The man twenty yards off will now be removed, and the squad will march on in an oblique direction, leaving a man at every sixty-one paces, who will cover diagonally on the points already placed and the covering point.

[*Idem.*]

Q. Points for observation being placed, what is done next?

A. A squad instructor is placed in the original line opposite each point. The squad is then formed to the left of the squad instructor opposite the point at 50 yards.

[*Idem.*]

Q. Before proceeding with the drill, to what should the instructor direct the attention of the men?

A. To the position of the sun, the state of the atmosphere, and the background, at the time they are making their observations, in order that they may be accustomed to the appearance of objects under different conditions.

[*Idem.*]

Q. Having drawn the attention of the men to the conditions which affect the appearance of objects at the time, what is the squad instructor to do next?

A. He is to indicate to each man in succession the different parts of the figure, arms, accoutrements, and dress which can still be perceived on the soldier before him, as also those parts that can no longer be perceived at 50 yards; after which he will question him on the observations he has made, and endeavour to impress on his mind the appearance of a man at 50 yards. He will then pass the man on to the squad instructor at 100 yards, who will proceed in the same manner.

[*Idem.*]

Q. When all the men of the squad or party have made their observations on the different points, what is to be done?

A. The men will be required to estimate the distances of men placed within the limits of 300 yards.

[*Idem.*]

Q. In judging distance, how are the squad and the points of observation placed?

A. The instructor will fix a flag at the point from which the distance is to be estimated. A non-commissioned officer will then

fix a staff in the ground, in any situation and at any distance that may be determined by the instructor, another flag being placed at forty yards to its left. The last-mentioned flag and the staff form the base at the right of which the points of observation are to stand. [*H. G. Order, 21st Aug., 1861.*]

Q. Describe the method of instruction in judging distance drill at unknown distances.

A. A man having been placed at the distance, the squad instructors will place themselves three paces in front of the right of their squads. They will call each man separately to the front, and question him as to the distance, noting the answer in a register. Each man must give his answer in a low tone of voice, in order that those following him may not be influenced by his opinion. No talking to be allowed. Every man should adjust the sight of his rifle for the distance he judged. [*Musk. Reg., Pt. III., S. 7.*]

Q. When all the men have given their answers, what should be done?

A. The answers having been read over to the men by the squad instructor, the exact distance will be ascertained and promulgated.

[*Idem.*]

Q. For how many days are recruits to be drilled in judging distance up to 300 yards?

A. Four days.

[*Idem.*]

Q. In what are they next to be exercised?

A. They are to be exercised for four days up to 600 yards, first at known distances, in every respect as laid down for exercising to 300 yards, and afterwards at estimating unknown distances within the same limits.

[*Idem.*]

Q. Of how many men are the points for observation beyond 300 yards to consist, and at what distances are they to be placed?

A. Two or more men are to be placed at every 50 yards, from 350 to 600 yards inclusive, after first measuring 300 yards on the alignment chosen.

[*Idem.*]

Q. Describe the method of instruction to be followed in estimating unknown distances beyond 300 yards.

A. The party is to be separated into two equal portions, moved in different directions, and when halted, to be faced towards each other, with a file thrown out on the flanks a few paces off. After every man has judged the distance which separates the parties, and the answers have been recorded, the exact distance will be ascertained and promulgated.

[*Idem.*]

Q. Of what is every judging distance drill to consist?

A. Making observations at known distances, and giving three answers at unknown distances immediately afterwards.

[*Idem.*]

Q. When a class is divided with a view to judge the distance

from each other, what method is adopted to signal the correct distance to the party opposite to that with which the stadia is?

A. A flag lowered to the right signifies hundreds of yards; to the left, tens; to the front, five. [*H. G. Order, 21st Aug., 1861.*]

(10.) *Manufacture of Cartridges.*

Q. Are all recruits to be instructed in the method of manufacturing cartridges?

A. They are. [*Musk. Reg., Pt. III., S. 8.*]

Q. How many men per company are to be annually practised in making cartridges?

A. Twelve. [*Idem.*]

PRACTICE.

(11.) *Target Practice.*

Q. Describe the construction and dimensions of a target.

A. It is of iron; of thickness to be bullet proof; six feet in height and two in breadth, having squares on the face to facilitate the marking off of hits in the diagrams; also rings of eight inches and two feet in the centre, as guides in painting the "bull's eye" and "centre."

[*Musk. Reg., Pt. IV.*]

Q. How are the targets coloured?

A. White, the "bull's eye" and circle describing the "centre" being black. [*Idem.*]

Q. By whom is all work in the formation and repair of practice ranges to be executed?

A. By the troops, provided the soil is such that it can be turned and moved with ordinary entrenching tools. [*Idem.*]

Q. How many men are to be employed daily on fatigue at the practice ground under the orders of the instructor of musketry?

A. Six men, of whom one is to be a pioneer. [*Idem.*]

Q. How are the fatigue men to be employed at the practice ground?

A. In fixing and cleaning targets, assisting to signal shots, and as look-out men. [*Idem.*]

Q. State how shots that strike the target are to be signalled by the marker.

A. By means of flags of different colours raised above the butt.

[*Idem.*]

Q. Describe the flags to be used in denoting the different shots, and state the number of points fixed as the value of each shot.

A. In the practices to 300 yards inclusive—

Shots	Flags	Value in points.
Outer, . . .	White or yellow, . . .	1
Centre, . . .	Dark-blue, . . .	2
Bull's eye, . . .	Red and White, . . .	3
Ricochet, . . .	{ Red flag waved in front of the butt, }	R
Miss,	0

In the practices at distances beyond 300 yards—

Outer, . . .	White or yellow, . . .	1
Centre, . . .	Dark-blue, . . .	2
Ricochet, . . .	{ Red flag waved in front of the butt, }	R
Miss,	0

[Musk. Reg., Pt. IV.]

Q. What is meant by a ricochet?

A. A shot which strikes the ground before hitting the target.

[Idem.]

Q. What is the signal for "danger" or "cease firing"?

A. A red flag.

[Idem.]

Q. In signalling a shot, how are the markers to denote the part of the target which it struck?

A. If to the right, the flag denoting its value is to be inclined to the right, and *vice versa*. If the shot strikes high, the flag is to be raised as high as possible; if low, it is only to be raised high enough to be easily visible above the butt.

[Idem.]

Q. When a shot strikes the target so that the mark made by it cuts within the outer edge of the bull's eye or centre, how is such shot to be counted?

A. As hitting the bull's eye or centre.

[Idem.]

Q. May a shot which has grazed the target be counted?

A. Not unless the mark of the bullet, part or whole, is seen on the face of the target.

[Idem.]

Q. Who is the marker in the butt invariably to be?

A. A non-commissioned officer of a different company from that engaged in firing.

[Idem.]

Q. May the men in the ricochet butt belong to the company firing?

A. One of them must belong to a different company.

[Idem.]

Q. For what is the non-commissioned officer in the marker's butt responsible?

A. For the correct signals being given to the different shots which strike the target. He is also to keep a memorandum of each shot fired, under the head of "bull's eyes," "centres,"

“outers,” ricochets,” and “misses,” to facilitate the marking and ensure correctness in signalling. [*Musk. Reg., Part IV.*]

Q. When should the men's names be entered in the register?

A. Before the party goes out to the ground. [*Idem.*]

Q. In what order are the men's names to appear in the register?

A. In the same order as in the “Musketry Drill and Practice Return.” [*Idem.*]

Q. How are the men of each squad to be placed in the ranks?

A. According to the order in which they are entered in the register. [*Idem.*]

Q. By whom is the register to be kept when at practice?

A. By the company instructor or non-commissioned officer acting in his stead. [*Idem.*]

Q. May entries in the register be made in pencil on the practice ground?

A. No; they must be made in ink. [*Idem.*]

Q. Describe how alterations which become necessary may be made in the register.

A. A fine line is to be drawn through the figure or letter, and the correction made, the initials of the officer of the company being immediately attached to it (*thus: 3: A. L.*) [*Idem.*]

Q. Should alteration be made in a register in any but the prescribed manner, what consequence will ensue?

A. It will invalidate the register. [*Idem.*]

Q. When at target practice, may the men load independently?

A. No; the section is to load by command. [*Idem.*]

Q. The squad having loaded, state how the men are to fire.

A. “Commence firing” being sounded, and the danger flag lowered, the right-hand man of the front rank will take a pace to his front, come to the capping position, and fire. He will then shoulder, and form three paces to the rear of the point he previously occupied. The next man will proceed in the same manner (each man delaying his fire until the preceding man's shot has been signalled). All of the front rank men having fired, the rear rank will commence from the right in the same manner. [*Idem.*]

Q. Should the instructor point out any errors he may observe to a soldier whilst he is in the act of firing?

A. No; he is to correct him after he has fired. [*Idem.*]

Q. When from the number of hits on the target it becomes necessary to colour it afresh, what is to be done before colouring?

A. The officer of the section, company instructor, and marker are to compare the register with the target. [*Idem.*]

Q. At the conclusion of the practice at each distance, what is to take place?

A. The bugler is to sound "*Cease firing*" and "*Assemble*," when the officer of the section, the company instructor, and marker are to compare the register with the target. [*Musk. Reg., Pt. IV.*]

Q. Should there be a difference between the hits on the target and those entered in the register, what is to be done?

A. The difference is to be added to or deducted from the total points. [*Idem.*]

Q. How is the average or merit of the shooting at each distance to be determined?

A. By dividing the total points by the number of men, carrying the quotient to two places of decimals. [*Idem.*]

Q. When the register of the practice at each distance has been closed, what is to be done with it?

A. It is to be signed on the spot by the "marker" and company instructor, and countersigned by the officer of the company. The "duplicate total points," having been initialed by the officer instructor, is then to be torn off and handed at once to the sergeant instructor. [*Idem.*]

Q. If there are any men, whose names are in the register, that have not practised, where is the cause of absence to be briefly stated?

A. In the columns "total points" and "duplicate total points." [*Idem.*]

Q. What is the company instructor to do with the registers immediately on his return to barracks?

A. He is to enter the total points obtained by each man, per register, opposite his name in the proper column of the company "Musketry Drill and Practice Return." [*Idem.*]

Q. At how many distances may men fire in one day?

A. Never at more than two. [*Idem.*]

Q. If a man fires one or more distances in a "period," and is unable to finish it with his party, is he to be considered as having finished such period, and to be classified accordingly?

A. He is; the points he has obtained are to be included in the total points of the company, the man being also counted among the number by which the total points are divided. [*Idem.*]

Q. Should a man, after having fired one or more rounds at a distance, be unable to finish the practice, is he to be considered as having fired at the said distance?

A. No. [*Idem.*]

Q. Whose duty is it to compare the entries in the "Musketry Drill and Practice Return" with the "duplicate total points" at the conclusion of every period, and to satisfy himself that the classification is correct?

A. It is the duty of the officer instructor. [*Idem.*]

Q. What number of rounds is to be expended by every recruit

in his training, and by every drilled soldier in his annual course of practice?

A. Ninety rounds. [Musk. Reg., Pt. IV.]

Q. State the manner in which the ninety rounds are to be expended.

A. Sixty in individual firing; ten by files; ten in volleys; ten in skirmishing order. [Idem.]

Q. State the number of rounds to be expended at each distance, the distances and number of targets to be fired at by the several classes in individual firing, and the size of the bull's eye and centre for each class.

	Yards.		Rounds.		
A.	150 . . .	5			
	200 . . .	5			
3d Class,	250 . . .	5	Two Targets.	{	A "bull's eye" eight inches in diameter, and a black circle two feet in diameter.
	300 . . .	5			
	400 . . .	5			
2d Class,	500 . . .	5	Four Targets.	{	A black centre two feet in diameter.
	550 . . .	5			
	600 . . .	5			
	650 . . .	5			
1st Class,	700 . . .	5	Six Targets,	{	A black centre three feet in diameter.
	800 . . .	5			
	900 . . .	5			

[Idem.]

Q. How are men to be dressed when at target practice?

A. In marching order.

[Idem.]

Q. Are practices to be performed standing or kneeling?

A. Up to 300 yards, standing; above 300, kneeling.

[Idem.]

Q. Into what periods is the *individual* firing of the drilled soldier divided in his annual course?

A. "First," "second," and "third periods."

[Idem.]

Q. Into what periods is the *individual* firing of recruits divided?

A. Preliminary ball practice, first and second periods.

[Idem.]

Q. Should a young officer, recruit, or drilled soldier become a casual when proceeding with preliminary drill, is he to be considered as having been exercised therein?

A. No.

[Idem.]

Q. Is it necessary that young officers and recruits, as well as drilled soldiers in the annual course, should be exercised in preliminary drill before being permitted to fire ball?

A. It is.

[Idem.]

(12.) *Firing Singly.*

Q. Describe the preliminary ball practice of recruits.

A. The young officer and recruit are to fire five rounds at 100, 150, 200, and 250 yards, at two targets, standing, with fixed bayonets; one round at each distance to be fired from a rest.

[*Musk. Reg., Pt. IV., S. 1.*]

Q. At what distances is a soldier (whether recruit or otherwise) to practise in the *first period*?

A. At every 50 yards, from 150 to 300 inclusive. [*Idem.*]

Q. At the close of the first period, what men pass into the *second class*, and how are the remainder to be formed?

A. All who have obtained fifteen points and upwards pass into the second class, and those who have not obtained this number are formed in a *third class*. [*Idem.*]

Q. Before commencing the second period, what must be read over to the men on parade?

A. The names of men who have passed into the second class, and the number of points each of them obtained. [*Idem.*]

Q. In how many classes are men to practise in the *second period*?

A. In two classes,—viz., second and third. [*Idem.*]

Q. In the practice of the second class, are points allowed to reckon for a bull's eye?

A. No; the centre is to be painted black. [*Idem.*]

Q. At the conclusion of the second period, how are the men to be classified?

A. Men of the second class who obtain twelve points and upwards pass into the *first class*, and men of the third class who obtain fifteen points and upwards, into the second class. Men who do not obtain the number of points specified remain in the second and third classes respectively. [*Idem.*]

Q. In how many classes are men to practise in the *third period*?

A. In three,—viz., first, second, and third. [*Idem.*]

Q. At the conclusion of the practices in the third period, what classification is made?

A. The final classification of the company. [*Idem.*]

Q. How is the final classification made out, and what is done with it?

A. The men are entered in order as to merit, having affixed to their names the number of points obtained in each period of individual firing. The classification list is posted up in a conspicuous part of the company's barrack rooms. [*Idem.*]

Q. From what are men who have obtained seven points and upwards in the first class exempted in the succeeding annual course of instruction?

A. Aiming drill at distances under 600 yards. [*Idem.*]

(13.) *File Firing.*

Q. At what distance is file firing to be practised ?

A. At 300 yards. [*Musk. Reg., Pt. IV., S. 2.*]

Q. Of how many targets is the mark for file firing to consist ?

A. Eight, placed close together, each having a separate "bull's eye" and "centre." [*Idem.*]

Q. What value in points do shots striking the target in this practice possess ?

A. The same as in the third class. [*Idem.*]

Q. What is the largest number of files of which a squad or section may consist when practising file firing ?

A. Ten. [*Idem.*]

(14.) *Volley Firing.*

Q. At what distance is volley firing to be practised ?

A. At 400 yards. [*Musk. Reg., Pt. IV., S. 3.*]

Q. Is volley firing to be practised standing or kneeling ?

A. Both ranks kneeling. [*Idem.*]

Q. Of how many targets is the mark for volley firing to consist ?

A. Eight, placed close together, each having a separate "bull's eye" and "centre." [*Idem.*]

Q. What value in points do shots striking the target in this practice possess ?

A. The same as in the second class, bull's eyes being reckoned as centres. [*Idem.*]

(15.) *Skirmishing.*

Q. In what manner is skirmishing practised ?

A. The men fire, advancing and retiring, between 400 and 200 yards, each judging his distance, and arranging his sight accordingly. In advancing the men fire kneeling, rising to load, which may be executed at the halt, running up to the file leaders after returning their ramrods, and capping after giving the word "Ready." [*Musk. Reg., Pt. IV., S. 4.*]

Q. How many targets are made use of in skirmishing practice, and how are they placed ?

A. Eight targets, each having its "bull's eye" and "centre" of the dimensions detailed for the third class, are placed with intervals of six paces between them. Every file has its target. [*Idem.*]

Q. How are hits counted in skirmishing practice ?

A. As in volley firing ; bull's eyes being valued as centres.

[*Idem.*]

Q. In what manner are hits counted at the conclusion of file, volley, and skirmishing practices?

A. They are marked off in a diagram, which is signed by the company instructor, marker, and officer of the company.

[*Musk. Reg., Pt. IV., S. 4.*

Q. What is done with the diagrams when completed?

A. They are made over to the musketry instructor, the company instructor taking a memorandum of the points obtained by each section, to be inserted in the "Musketry Drill and Practice Return."

[*Idem.*

Q. How are men who remain in the third class at the final classification to be exercised after the yearly course of practice?

A. They are to go through a course of aiming and position drills, snapping caps, and blank firing, in every respect as recruits, and afterwards to fire through the first period. Those who obtain fifteen points are not to be further exercised; those, however, who do not are to be put again through the course of drill.

[*Idem.*

Q. State how the "merit" of the shooting of a squad, company, or battalion is determined.

A. By adding the average points in the "skirmishing practice" to the averages in the "first period" and in "file and volley firing."

[*Idem.*

(16.) *Judging Distance Practice.*

Q. Should the judging distance practice be gone through by each recruit and by every drilled soldier annually?

A. It should.

[*Musk. Reg., Pt. IV., S. 5.*

Q. What points are placed to estimate distances from?

A. One or more men, when judging to 300 yards; but beyond that distance a section of eight or ten files.

[*Idem.*

Q. How are the answers recorded?

A. In a register which is kept by a serjeant or corporal, under the superintendence of an officer.

[*Idem.*

Q. How are the answers given?

A. The party being halted at the point it is to judge from, the non-commissioned officers who keep the registers are arranged three paces in front of the right of the several sections. These non-commissioned officers, after recording their own answers, call each man of their sections to the front, to give his answer in yards as to the distance that separates him from the points, which is immediately noted down in the register. Silence is preserved, and the answers are given in a low tone.

[*Idem.*

Q. When the answers of every man have been taken down, what is done?

A. The answers are read over to the men, so that any error may

be corrected. After this the commander states aloud to the men the correct distance as shown by the stadia, which is noted at once at the top of the column. The number of points obtained by each man is registered at the side of his answer, and made known to him.

[*Musk. Reg., Pt. IV., S. 5.*]

Q. At how many stations are the men exercised in each practice?

A. Six.

[*Idem.*]

Q. What is done at the conclusion of every practice?

A. The number of points obtained by each man is read over to the party, and inserted in the column "total points" in the register.

[*Idem.*]

Q. How is the "merit" of the practice determined?

A. By dividing the total points by the number of men.

[*Idem.*]

Q. What are the regulations as to signing and closing the judging distance register?

A. It is to be signed by the non-commissioned officer who kept it, and countersigned by the officer. The register being completed on the practice ground, the officer instructor is to initial the "duplicate total points," and tear the column from the register, and keep it to check the entries in "Musketry Drill and Practice Return." The "total points" in the register are to be transcribed into the "Return" mentioned, on the arrival of the company instructor in barracks.

[*Idem.*]

Q. Into how many "periods" is the judging distance practice divided, and of how many practices and answers do each consist?

A. Three periods, each consisting of two practices or twelve answers.

[*Idem.*]

Q. To what distances are the different classes to practise?

A. The third class to 300, the second to 600, and the first to 900 yards.

[*Idem.*]

Q. What is the value of the answers in the several classes?

A. 3d Class; or when judging distance { Within 5 yards, 3 points.
between 100 and 300 yards, { " 10 " 2 "
" 15 " 1 "

2d Class; or when judging distance { Within 20 yards, 2 points.
between 300 and 600 yards, { " 30 " 1 "

1st Class; or when judging distance { Within 30 yards, 2 points.
between 600 and 900 yards, { " 40 " 1 "

[*Idem.*]

Q. Within what distances should men be practised in judging distance in the first period?

A. Between 100 and 300 yards.

[*Idem.*]

Q. At the conclusion of the first period, what men pass into the second class, and how are the remainder formed?

A. Men who have obtained fourteen points and upwards pass

into the second class, and those who have not are formed in a *third class*. [Musk. Reg., Pt. IV., S. 5.]

Q. In how many classes are men to practise in judging distance in the *second period*?

A. In two classes,—viz., second and third. [Idem.]

Q. At the conclusion of the second period, how are the men classified?

A. Men of the second class who, having exercised as such, obtain fourteen points and upwards pass into the *first class*; and men of the third class who obtain fourteen points and upwards pass into the second class. Those who have not obtained the number of points specified remain in the second and third classes respectively.

[Idem.]

Q. In how many classes are men to be exercised in judging distances in the *third period*?

A. In three,—viz., first, second, and third. [Idem.]

Q. At the conclusion of the third period, what is to be done?

A. The final classification is to be made. [Idem.]

Q. What soldier of a battalion is to be considered the “best judge of distance?”

A. The soldier who in the practice of the first class obtains the greatest number of points. Should two or more men obtain the same number of points in the first class, then the best judge of distance will be the man who obtained the greatest number of points in the three periods of practice. [Idem.]

(17.) *Firing without using the Back-sight.*

Q. When and by whom is firing without using the back-sight to be practised?

A. After the annual course of target practice has been gone through, the first and second class men (if there is spare ammunition) should be trained to fire at 300 and 400 yards, with the flap of the back-sight down, judging for themselves the proper elevation of their rifles.

[Musk. Reg., Pt. IV., S. 6.]

PRIZES, RETURNS, GENERAL ORDERS, &c.

(18.) *Prizes for Good Shooting.*

Q. How many regimental prizes for good shooting are there, and what are they?

A. Three. **FIRST PRIZE**, to the best shot of a battalion, a badge of *cross muskets and crown*, worked in gold, entitling the wearer to

extra pay at the rate of *twopence* per day. SECOND PRIZE, to the best shot of each company, a badge of *cross muskets*, worked in gold, and carrying with it extra pay at the rate of *one penny* per day. THIRD PRIZE, to certain of the first-class shots to be styled "*marksmen*," at the rate of ten per cent. of the number of men exercised through the yearly course, but not to exceed 100 per battalion, a badge of *cross muskets*, worked in worsted, with *one penny* per day additional pay to each wearer. [*Musk. Reg., Pt. V.*]

Q. Are the "best shot of the battalion" and the "best shot of the company" allowed, in addition to the reward as such, the extra pay as "*marksmen*," when eligible for the position?

A. Yea. [*Idem.*]

Q. What is necessary in addition to good shooting to qualify a soldier for the regimental prizes?

A. He must be in the first class at the final classification of the judging distance practice. [*Idem.*]

Q. What is the maximum reward that any one soldier may receive for good shooting?

A. Threepence per diem. [*Idem.*]

Q. What soldier is to be considered "the best shot of the battalion?"

A. That soldier who, in the practice of the first class, firing between 600 and 900 yards, obtains the greatest number of points over seven. [*Idem.*]

Q. What soldier is to be considered "the best shot of the company?"

A. That soldier who, in the practice of the first class of his company, firing between 600 and 900 yards, obtains the greatest number of points over seven. [*Idem.*]

Q. What is necessary to qualify a soldier for the position of "*marksman*?"

A. He must in the yearly course of practice have obtained at least seven points in the first class, firing between 600 and 900 yards; must have displayed the requisite skill in judging distances; and possess a competent knowledge of the laws affecting the flight of the bullet, and the rules to be attended to in maintaining the efficiency of the rifle under all circumstances. [*Idem.*]

Q. Should more than 100 men be qualified as "*marksmen*" in a battalion, how are the men to be selected for the reward?

A. Those men who have obtained the greatest number of points are to be first selected. Should two or more men have obtained the same number of points, reference is to be made to their performances in the first and second periods of individual shooting. Should there still be a tie, reference is then to be made to their performances in judging distance practice. [*Idem.*]

Q. What honorary distinction is granted to the serjeants of the best shooting company?

A. *A supplementary prize of cross muskets and crown, worked in gold, but unaccompanied by any pecuniary allowance*, is to be worn on the right arm by the serjeants of the company. [*Musk. Reg., Pt. V.*]

Q. When a serjeant of the best shooting company is transferred to another company, is he to resign his badge?

A. He is.

[*Idem.*]

Q. Should a serjeant of the best shooting company be either "the best shot of the battalion," "the best shot of his company," or "a marksman," is he to wear the distinguishing badge of that position in addition to the company badge?

A. He is.

[*Idem.*]

Q. Should soldiers who have been granted prizes for good shooting fail during the next annual course to maintain their superiority, are they to be deprived of their badges and allowances?

A. Yes.

[*Idem.*]

Q. Should the shooting of an entire battalion be below the average, what is the penalty?

A. The prizes will be wholly withdrawn, and the issue of the additional pay suspended.

[*Idem.*]

Q. Should any undue advantage be taken by a battalion in the execution of the several exercises in target and judging distance practice, what penalty will be incurred?

A. The battalion will not be eligible for the rewards granted by regulation.

[*Idem.*]

Q. In what proportion are the "marksmen's" prizes to be distributed between the service companies and depot of a battalion?

A. Ten service companies,	.	.	.	90 prizes,	} 100.
Two depot companies,	.	.	.	10 "	

[*Idem.*]

Q. For what period is the extra pay bestowed for good shooting to be drawn?

A. For one year, commencing on the first day of the quarter succeeding that in which the annual report of practice is required to be made up.

[*Idem.*]

Q. When a battalion is on active service in the field, or at a station where no range is available, are the good shooting rewards to be continued to those men in possession of them?

A. They are, until an opportunity occurs of their being challenged by another yearly course of instruction.

[*Idem.*]

Q. In the event of a soldier who is in possession of a prize, either as the "best shot of the battalion" or the "best shot of the company," becoming non-effective, is the said prize to be awarded to another soldier?

A. It is not.

[*Musk. Reg., Pt. V.*

Q. Is the additional pay attached to prizes for good shooting to be drawn for a soldier when in confinement?

A. No.

[*Idem.*

(19.) *Returns.*

Q. What is to be contained in the "Musketry Drill and Practice Return of Recruits," and by whom is it to be kept?

A. It is to contain the names of young officers and recruits in order as they join, with a correct entry of the points obtained by each in the several practices. It is to be kept by the officer instructor, assisted by the battalion serjeant instructor. [*Musk. Reg., Pt. VI.*

Q. What is to be contained in the "Musketry Drill and Practice Return of the Company," and by whom is it to be kept?

A. It is to contain the name of every man borne on the strength of the company, except staff serjeants, drummers, and recruits in a musketry sense. The captain of the company is held responsible that this return is correctly kept, as it is the record showing the progress and efficiency of every soldier of the company. [*Idem.*

Q. How should the men's names be entered in the company practice return?

A. By squads or sections, leaving two lines between each.

[*H. G. Order, 3d April, 1862.*

Q. How should the names of men who join the company after its annual course has commenced be entered in the practice return?

A. After the last section, with an interval of two lines. [*Idem.*

Q. What number of points are to be deducted in the company practice return, on account of non-effective men in the file, volley, and skirmishing practices?

A. The average of the section with which they practised in the file and volley practices, and the average of the target under which their names are entered in the diagram in skirmishing. [*Idem.*

Q. When a man is transferred from one company to another, what document with reference to musketry instruction is to be sent with him?

A. A memorandum signed by the captain of the company, detailing his performances, and the average points for which he is entitled to receive credit in file, volley, and skirmishing practice.

[*Musk. Reg., Pt. VI.*

Q. Who is responsible for the safe keeping of the "Target Practice Registers," "The Registers of Judging Distance Practice," and the "Diagrams for Platoon and Skirmishing Practices?"

A. The captain of the company for the first two, the officer instructor for the last. [*Idem.*

Q. What should the registers for the "first period" contain?

A. The names of every man of each squad or section, per company practice return; the cause of absence of any not forthcoming being stated in the columns "total points" and "duplicate total points."

[H. G. Order, 3d April, 1862.]

Q. May the names of men of a class of two or more sections be entered in one register?

A. They may, in all but the "first period," if the number does not exceed twenty.

[Idem.]

Q. May the names of a squad or section be entered part in one register and part in another?

A. No.

[Idem.]

Q. May casualties of two companies be entered in the same register?

A. No.

[Idem.]

Q. What is to be contained in the "Final Classification," and by whom is it to be prepared and signed?

A. It is to contain the name of every man of the company under five different headings:—viz., *Fired in the first class—Passed into the first class, third period—Remaining in the second class, third period—Passed into the second class, third period—Remaining in the third class, third period.* It is to show the "total points" obtained by each man in the several "periods" of individual firing. It is to be prepared by the company instructor and signed by the captain.

[Musk. Reg., Pt. VI.]

(20.) General Orders, &c.

Q. At what time of the year is the annual course of musketry instruction to commence at home and abroad?

A. At home, and in temperate climates, on the 1st of April; in tropical climates, on the 1st of October.

[Musk. Reg., Appendix.]

Q. Previously to the commencement of every annual course of instruction, what must all the non-commissioned officers go through to qualify them as instructors?

A. A course of preliminary drills, and be practised to drill one another. For this purpose they are to be struck off all duty by one-fourth at a time, for a period of at least four days.

[Idem.]

Q. How many days are required to put a company through the annual course of instruction in musketry, and in what manner are they to be divided between "preliminary drill" and "practice?"

A. Twelve days are required, which are to be divided as follows:—

Preliminary drill,	4 days.	} 12 days.	[Idem.]
Practice to the end of the third period of target and judging distance,	6 "		
File and volley firing,	1 "		
Skirmishing practice,	1 "		

Q. Is it necessary that every man should go through the annual course with his company?

A. Every company is to be as complete as possible when handed over for musketry instruction, to prevent the delay and inconvenience arising from casualties; and no man is to be withdrawn or withheld from this important branch of his duty.

[*Musk. Reg., Appendix.*

Q. When are men to be exercised who, from being in hospital, or otherwise unavoidably absent, are unable to attend for rifle instruction with their company?

A. With the company next furnished for instruction. [*Idem.*

Q. Should any men remain who have not gone through the course when every company of the battalion has been exercised to the end of the third period, how are they to be exercised?

A. In a squad by themselves. [*Idem.*

Q. Should any men remain who have not gone through the course when the annual return is rendered, when are they to be exercised?

A. During the winter months. [*Idem.*

Q. For what period are squads of recruits to be handed over for rifle instruction?

A. For about three weeks. [*Idem.*

Q. How many days are required for the musketry instruction of recruits, and how are they to be divided between "preliminary drill" and "practice?"

A. Sixteen days are required, which are to be employed as follows:—

Preliminary drill,	8 days.	} 16 days.
Practice, including file and volley firing, and skirmishing practices,	8 „	

[*Idem.*

Q. What "figures of merit" have been fixed upon as standards in estimating the proficiency of a battalion?

A. A lower figure than 40 is to be considered indifferent, lower than 30, bad.

[*H. G. Order, 11th January, 1862.*

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Now Ready, the Second Edition, carefully Revised, of

THE SECOND PART OF THIS WORK;

**CONTAINING WHAT IS REQUIRED BY HER MAJESTY'S REGULATIONS, IN ADDITION
TO THE SUBJECTS COMPRISED IN PART I., TO QUALIFY FOR PROMOTION TO**

THE RANK OF CAPTAIN.

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GUIDE
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OF REGIMENTAL OFFICERS
IN THE INFANTRY.

IN TWO PARTS.

PART II.—CONTAINING WHAT IS REQUIRED BY HER MAJESTY'S REGULATIONS, IN ADDITION TO THE SUBJECTS COMPRISED IN PART I., TO QUALIFY FOR PROMOTION TO THE RANK OF CAPTAIN.

BY BREVET-MAJOR J. M. BANNATYNE,
8TH, THE KING'S REGIMENT.

SECOND EDITION, REVISED TO PRESENT TIME.

GLASGOW:
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P R E F A C E.

A SECOND EDITION of Part II. of this work being called for, all the alterations rendered necessary by the publication of the Errata to the *Field Exercise Book*, 1862, as well as of *recent General Orders* and *Circulars*, have been made.

The same system has been pursued in framing the Questions and Answers in Part II. as was adopted in Part I. The object has been to combine the arrangement and condensation of the matter to be found in the *Regulation books*, and works of acknowledged authority, with the means of testing the proficiency of the candidate for promotion to the higher rank of Captain.

In regard to Field Fortification, it must be kept in mind that this little book does not profess to teach this art, which ought to be studied in some of the standard works of larger dimensions, illustrated by drawings. All that is meant here is, to give the officer an opportunity of ascertaining his progress, and preparing himself to answer, without the aid of plans, such questions as are likely to be put to him by an examiner.

With reference to Sections I, III., and VII., the writer has to acknowledge his obligations to the following Authors, from whose valuable works his information has frequently been derived:—

1. SIMMONS *On Courts-Martial*.
2. D'AGUILAR *On Courts-Martial*.
3. COLONEL J. K. PIPON and J. F. COLLIER, Esq., *Manual of Military Law*.
4. *Principles of the Minor Operations of War, translated from the French of Lallemant*, by SIR T. ST. VINCENT TROUBRIDGE, BART.
5. STRAITH'S *Treatise on Fortification*.
6. MACAULAY'S *Treatise on Field Fortification and Reconnoitring, &c.*

These works are strongly recommended to young officers for their perusal.

In wording the Answers on subjects contained in the Regulation books, care has been taken to adhere as closely as possible to the text of the authority, which will be found stated after each answer, except in the case of Field Fortification, where such a minute reference was impracticable. On points on which the Regulation books are silent, the writer has ventured to supply information based on the established usages of the service ; but in every such case an asterisk is appended to the answer.

It should not be overlooked by Lieutenants preparing for examination that they will be again examined in the subjects in which they have passed for the rank of Lieutenant, as well as in those specially prescribed for the rank of Captain.

November 27, 1862.

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NOTE.

IN the questions and answers on drill, in order to distinguish the words of command given by the commanding officer of the battalion from those given by the commanders of companies, subdivisions, or sections, the commands of the former are in capital letters; those of the latter in italics.

The following abbreviations have been adopted in the references to authorities:—*Q. Reg.*, Queen's Regulations; *Art. War*, Articles of War; *M. Act*, Mutiny Act; *F. Ex.*, Field Exercise; *Musk. Reg.*, Musketry Regulations; *Explan. Dir.*, Explanatory Directions.

EXAMINATIONS FOR PROMOTION.

EXTRACT FROM THE QUEEN'S REGULATIONS AND ORDERS FOR THE ARMY.

"LIEUTENANTS who may have entered the Service subsequently to July, 1849, and all who may hereafter enter the Army, will, in addition to the above,* before they are recommended for promotion to the rank of CAPTAIN, be required to have,—

- "9. A thorough knowledge of the provisions of the Mutiny Act and Articles of War, and of the forms and proceedings of Courts-Martial; and must give evidence of having studied some of the standard works on that subject.
- "10. They must understand perfectly the evolutions of a battalion of infantry, as laid down in the Regulations.
- "11. They must be acquainted with the light infantry drill, outpost duties, patrols, escorts, advanced and rear guards.
- "12. They must perfectly understand the interior economy of a company, and the established system of keeping its accounts.
- "13. They must be thoroughly acquainted with the Queen's and War Office Regulations.
- "14. It must be ascertained that they are competent to take charge of a company or detachment in every position in which it may be placed.
- "15. And they must be required to show that they have a sufficient knowledge of Field Fortification and Reconnoissance."

"The examination of officers for the rank of Captain is to be

* Subjects comprised in Part I. of this Work.

made by Boards of officers, to be appointed by the general or other officer commanding the district or station, one of the senior officers in each station or garrison being the president, and two field officers (if possible) *not belonging to the same regiment as the candidate*, members.

“In all cases the Board will ascertain by practical examination, as well as by the acceptance of verbal and written answers to questions, whether the officer is instructed in the subjects specified in paragraphs 8, 10, and 11; the written questions and answers are to follow each other, and are not to be drawn out on separate sheets of paper; the Board are to mark in red ink their correction of any mistakes in the answers.”

GUIDE

TO THE

EXAMINATIONS FOR PROMOTION.

PART II.—RANK OF CAPTAIN.

SECTION I.*

MUTINY ACT AND ARTICLES OF WAR—FORMS AND PROCEEDINGS
OF COURTS-MARTIAL.

ACTS OF PARLIAMENT REGARDING ENLISTMENT.†

(1.) *Enlistment, Re-enlistment, and Re-engagement.*

Q. For what period may persons be enlisted as recruits in the infantry?

A. For any period not exceeding ten years that may be authorized by Her Majesty.

[10° and 11° Vict., cap. 37; 18° Vict., cap. 4; 21° and 22° Vict., cap. 55.

Q. On what day is the period of a soldier's service to be reckoned as commencing?

A. On the day on which he is attested, provided he has stated himself to be then eighteen years of age, or if not, then on the day on which he attains that age. [10° and 11° Vict., cap. 37.

Q. May soldiers be re-engaged for a further term after the expiration of the first period of service?

A. They may, for a further term of eleven years, if approved by their commanding officer, or other competent authority. [*Idem.*

Q. May soldiers be re-engaged for further service before the expiration of the period for which they engaged first?

* Corresponding with Paragraph 9 of *Horse Guards Examination Order.*

† Appended to the *Mutiny Act.*

A. They may, at any time during the last six months, or if ordered abroad, within the last three years of their first period of service, be re-engaged for such a period as will complete a total service of twenty-one years. [10° and 11° Vict., cap. 37.]

Q. If a soldier's first or second period of service expire when he is on any foreign station, by whom and for what period may such period be prolonged?

A. The commanding officer on the station may prolong it for two years, or for any less period. [Idem.]

Q. May soldiers on foreign service be permitted, at their own request, to continue in Her Majesty's service after the completion of their second period of service?

A. They may, if approved by their commanding officer or other competent authority, be permitted to continue in the service as long as they desire to do so, or until three months after they give notice of their wish to be discharged. [Idem.]

Q. Are all soldiers serving abroad to be sent home to be finally discharged on the expiration of their service?

A. They are, unless they make application to be discharged in the colony; in which case the governor, with the consent of the soldier's commanding officer, may authorize their discharge on the spot. [Idem.]

Q. If a soldier's service expire whilst he is awaiting trial or punishment for any offence committed by him, is he to be deemed to be still in the service until after he has undergone such trial or punishment?

A. He is. [Idem.]

Q. If soldiers are absent from duty by reason of imprisonment or desertion, or being an apprentice, are such portions of time to be reckoned as part of the limited periods of service?

A. No. [Idem.]

Q. If a soldier has been absent from duty by reason of his having been a prisoner of war, is he entitled to count the period of absence as part of his limited service?

A. Not unless acquitted by a court-martial of having been taken prisoner through wilful neglect, and of delay in returning to duty. [Idem.]

MUTINY ACT.

(1.) *Articles of War, Persons subject to Military Law.*

Q. Are the articles of war authorized by the Mutiny Act to be judicially taken notice of by all judges and in all courts whatsoever?

A. They are.

[M. Act, General Principles.]

Q. What restrictions are provided by the Mutiny Act to the punishments to which persons may be made subject by the Articles of War?

A. No person within the British Isles shall be subject to suffer any punishment extending to life or limb, or to be kept in penal servitude, except for crimes which are expressly made liable to such punishments by the Mutiny Act, or shall be subject to be punished in any manner which shall not accord with the provisions of the Act.

[*M. Act, General Principles.*]

Q. Name the persons who are subject to the Mutiny Act.

A. Persons commissioned and in pay as officers or listed and in pay as non-commissioned officers and soldiers; persons on recruiting service receiving pay; pensioners receiving allowances as such; officers and soldiers of Indian forces in the United Kingdom; persons employed in the artillery, engineers, and military store department; master gunners and conductors; corps of surveyors; officers and persons serving in the commissariat or store department; persons in the war department, serving with any part of the forces under the command of a commissioned officer; out-pensioners when called out on duty.

[*M. Act, Application of Act.*]

Q. Are colonial and foreign troops in Her Majesty's pay subject to the Mutiny Act and Articles of War?

A. With the exception of the Indian forces out of the United Kingdom, they are, if under the command of any officer having a commission immediately from Her Majesty. [*Idem.*]

(2.) *Custody of Offenders, Deserters, Extension of Furlough.*

Q. In whom is the government and superintendence of military prisons vested by the Mutiny Act?

A. In the Secretary of State for War. [*M. Act, Gaols.*]

Q. What arrangements is the Secretary of State for War to make to ensure, by periodical visits, the proper government of prisons?

A. Visitors are to be appointed under his authority, who are to be furnished by him with copies of the regulations which are to be enforced, and to have the power and authority which a visiting justice may exercise in regard to a county gaol. [*Idem.*]

Q. Are governors of public prisons bound to receive into custody military offenders under sentence of imprisonment by a court-martial?

A. They are, upon delivery to them of an order in writing to that effect from the proper military authority, specifying the offence, sentence, and day and hour of release. [*Idem.*]

Q. When troops are called out in aid of the civil power, or are in billets, or on the line of march, are governors of public prisons bound to receive soldiers into their custody?

A. They are, for a period not exceeding seven days, upon receipt of an order to that effect in writing from the officer commanding the troops. *[M. Act., Gaols.]*

Q. When a military prisoner is confined in any public prison under sentence of a court-martial, is the governor of such prison bound to deliver him over to military custody on being required to do so, with a view to his discharge or removal, or for the purpose of being brought before a court-martial?

A. He is, on the production of an order to that effect in writing from competent military authority. *[Idem.]*

Q. When the governor of a public prison has reason to believe that any prisoner in his custody is a soldier liable to serve Her Majesty on the expiration of his imprisonment, what notice of the fact is he bound to give to the military authorities?

A. Immediate notice of the day and hour on which the imprisonment of such person will expire. *[Idem.]*

Q. Is it lawful for a constable, or if no constable can be met with, for any officer, soldier, or other person, to apprehend a person suspected of being a deserter?

A. It is; provided reasonable grounds for such suspicion exist.

[M. Act., Desertion.]

Q. What steps should be taken on the apprehension of a person suspected of being a deserter?

A. He should be taken forthwith before the nearest justice, by whom inquiry into the circumstances is to be made. *[Idem.]*

Q. If it shall appear to the justice before whom a suspected person is brought, that such person is a deserter, what course should he pursue regarding him?

A. He should cause the suspected person to be conveyed in civil custody to his corps, or to the nearest public prison or police station; or if the deserter has been apprehended by a party of soldiers of his own regiment in charge of an officer, he may deliver him up to such party, unless the officer deem it necessary to have him committed to prison for safe custody. *[Idem.]*

Q. To whom is a justice to transmit an account of the proceedings on apprehension of a suspected deserter, and what is to be therein specified?

A. To the Secretary of State for War, specifying how the deserter was disposed of, and the names of the persons by whose means he was secured. *[Idem.]*

Q. What sum is to be paid to the persons through whose means deserters are secured?

A. Such sum, not exceeding forty shillings, as the Secretary of State for War may direct. [*M. Act., Desertion.*]

Q. What fees are to be paid by the person into whose custody a deserter is committed, and in what manner are they to be recovered?

A. A fee of two shillings to the clerk of the justice who committed the deserter, and a fee of two shillings and sixpence to any medical practitioner, who, in the absence of a military medical officer, may have been required to examine the deserter. Application for repayment of such fees is to be made to the Secretary of State for War. [*Idem.*]

Q. Are governors of public prisons bound to receive into custody deserters who are being conveyed, under lawful authority, to any destination?

A. They are, on being required to do so by any soldier or other person in whose charge the deserter may be, and on production of the warrant on which such deserter has been taken. [*Idem.*]

Q. To what sum, in addition to the subsistence authorized by Her Majesty's Regulations, are keepers of public prisons entitled for the safe custody of a deserter when halted on the march?

A. One shilling. [*Idem.*]

Q. What penalty is incurred by a recruit who, having been attested or received pay other than enlisting money, deserts before joining, on being apprehended and committed for such desertion?

A. Forfeiture of personal bounty and liability to be transferred to any corps which Her Majesty may appoint, provided that such deserter thus transferred shall not be liable to any other punishment or penalty, except the forfeiture of personal bounty. [*Idem.*]

Q. To what imprisonment is a person liable who is convicted before any two justices of making a fraudulent confession of desertion?

A. If in England, to be punished as a rogue and a vagabond; if in Scotland or Ireland, to three months' imprisonment. [*Idem.*]

Q. Are justices of the peace empowered to extend a soldier's furlough?

A. In case of sickness or other casualty they are, provided there be no military officer of rank not inferior to captain, or any adjutant of regular militia within convenient distance.

[*M. Act., Extension of Furlough.*]

Q. For what period is a justice authorized to extend a furlough?

A. One month. [*Idem.*]

Q. When a justice extends a furlough, what steps should he take regarding it?

A. He should by letter immediately certify such extension, and

the cause thereof, to the commanding officer of the regiment if known, and if not, then to the regimental agent.

[*M. Act, Extension of Furlough.*]

Q. Are soldiers liable to punishment who obtain extension of furlough through false representation, or for any breach of discipline in obtaining such extension?

A. They are.

[*Idem.*]

(3.) *Process or Execution under the Civil Power, Municipal Appointments.*

Q. On what grounds only are soldiers liable to be taken out of Her Majesty's service by process or execution under the civil power?

A. On account of a charge of felony or misdemeanor, or of any crime or offence other than the misdemeanor of absenting himself from his service, or neglecting to fulfil his contract, or of refusing to comply with an order of justices for the payment of money, or on account of an original debt amounting to £30, or in the case of an apprentice or indentured labourer. [*M. Act, Privileges of Soldiers.*]

Q. May a plaintiff proceed in any action or suit to judgment against a soldier, and have execution other than against the body or military necessities and equipments of such soldier?

A. He may, having first given notice in writing to the soldier of the cause of action.

[*Idem.*]

Q. Are commissioned officers on full pay eligible to be nominated sheriffs of counties, or to hold any office in municipal corporations?

A. No.

[*Idem.*]

(4.) *Enlistment, &c.*

Q. What question should a person offering to enlist be first asked?

A. Whether he belongs to the militia. [*M. Act, Enlistment.*]

Q. With what notice must a recruit be served immediately after receiving enlisting money?

A. With a notice of the hour and date of his enlistment, of the day and hour on which he must present himself for the purpose of being attested, and of the penalties he will incur by absence from or false representations at the time of attestation.

[*Idem.*]

Q. When are recruits to be deemed to be enlisted?

A. On receipt of the enlisting money.

[*Idem.*]

Q. Are recruits between enlistment and attestation entitled to be billeted?

A. They are.

[*Idem.*]

Q. How soon after enlistment should recruits be taken before a magistrate to be attested?

A. Within ninety-six hours (any intervening Sunday, Christmas

day, or Good Friday not included), but not sooner than twenty-four hours.

[*M. Act, Enlistment.*]

Q. When recruits are being attested, by whom should they be accompanied?

A. By some person employed in the recruiting service. [*Idem.*]

Q. May recruits be attested before a justice who is also an officer of the army?

A. No. [*Idem.*]

Q. What opportunity is given a recruit of objecting to his enlistment or claiming relief therefrom?

A. He may object to or dissent from his enlistment on being brought before the justice to be attested. [*Idem.*]

Q. Should a recruit, upon appearing before a justice, dissent from or object to his enlistment, and satisfy the justice that the same was effected irregularly, what is the duty of the justice regarding him?

A. To discharge him forthwith, and to report such discharge to the inspecting field officer of the district, or, in the case of a headquarters recruit, to the officer commanding the corps. [*Idem.*]

Q. Is a recruit dissenting from his enlistment entitled to claim his discharge on any grounds other than the irregularity of his enlistment?

A. He may claim it upon repayment of the enlisting money, and of any sum received by him in respect of pay, and of a further sum of twenty shillings as smart money. [*Idem.*]

Q. By whom is the sum so paid to be received, and how is it to be disposed of?

A. It is to be received by the justice, who, after deducting a fee of one shilling, is to pay it over to any person belonging to the recruiting party who may demand it. [*Idem.*]

Q. When a justice discharges a recruit, with what document is he to furnish him?

A. With a certificate of discharge. [*Idem.*]

Q. If a recruit, on appearing before a justice, does not dissent from his enlistment, or, dissenting, returns within twenty-four hours and declares that he is unable to pay smart money, what course is the justice to pursue regarding him?

A. He is to proceed with the attestation of the recruit in the manner required by the Act. [*Idem.*]

Q. What is every recruit to be required to do by the justice on attestation?

A. To sign the declaration prescribed by the Act, and to take the oath of allegiance, the same being attested by the signature of the justice. [*Idem.*]

Q. What is the fee for the attestation of a recruit?

A. One shilling. [*Idem.*]

Q. Is a recruit entitled to be furnished by the officer who finally approves him for the service with a copy of the declaration which he signed before the justice on attestation?

A. He is.

[*M. Act, Enlistment.*]

Q. To what penalty is a recruit liable who, previously to his being attested, obtains enlistment money by any false answer, or makes any false statement in his declaration, or refuses to answer authorized questions?

A. To be punished as a rogue and a vagabond, if in England; or if in Scotland or Ireland, to imprisonment with hard labour for three calendar months. [*Idem.*]

Q. To what penalty is a recruit liable who refuses or neglects to go before the justice to be attested, or who, having dissented from his enlistment, wilfully omits to return and pay the money required by the Act?

A. If in England, to be punished as a rogue and a vagabond; and if in Scotland or Ireland, to imprisonment with hard labour for three calendar months. [*Idem.*]

Q. If any recruit absconds, so that it is not possible to bring him before the justice for attestation, what steps should be taken by the recruiting party regarding him?

A. They should furnish the justice with a certificate of the fact, stating the name, place of residence, and description of the recruit, in order that a duplicate thereof may be transmitted to the War Office, for entry in the *Police Gazette*. [*Idem.*]

Q. When a soldier confesses that at the time of his enlistment he belonged to the militia, is it optional with the Secretary of State for War to cause him to be returned to his regiment or to retain him as a soldier in Her Majesty's army?

A. It is, after the required stoppage of pay has been made good, and provided, if the regiment be in the United Kingdom, the commanding officer of the militia regiment gives his consent. [*Idem.*]

Q. When soldiers, who after attestation confess that they are militia men, are retained, under the orders of the Secretary of State for War, for service in the army, from what date is their service as soldiers to be reckoned?

A. For discharge, from date of attestation; for good conduct pay and pension, from the day on which their engagement for the militia would have expired. [*Idem. War Office Circular, 8th May, 1862.*]

Q. Is the commander-in-chief authorized to direct that a soldier attested for one branch of the service be transferred to serve in another?

A. He is, with the soldier's consent, and on the application of his commanding officer. [*M. Act, Enlistment.*]

Q. What certificate is to be delivered to transferred soldiers?

A. A certificate of transfer.

[*M. Act, Enlistment.*

Q. Should an infantry soldier be transferred at his own request to the artillery, cavalry, or engineers, is he to be held to serve for the full time of such service, or for the period only for which he originally enlisted?

A. For the full time of the service to which he is transferred.

[*Idem.*

Q. Should a soldier enlisted for the cavalry, artillery, or engineers be transferred at his own request to the infantry, is he liable to serve for the term of his original enlistment?

A. He is.

[*Idem.*

Q. To what penalty is a person liable who, being an apprentice or an indentured labourer, enlists in Her Majesty's army, and falsely states on attestation that he is not an apprentice or indentured labourer?

A. He is to be deemed guilty of obtaining money under false pretences if in England, Ireland, or the Colonies, and of falsehood, fraud, and wilful imposition if in Scotland; and whether convicted and punished or not, is liable, after the expiration of his apprenticeship or indenture, to serve Her Majesty according to the terms of his enlistment, and, should he not deliver himself up for such service, to be taken as a deserter.

[*Idem.*

Q. Are masters entitled to claim apprentices or indentured labourers who enlist as soldiers in Her Majesty's army?

A. They are, if the indenture or apprenticeship be such as is recognized by the Act, if the age of the apprentice when claimed be under twenty-one years, and provided the master has, within one calendar month after the apprentice left his service, taken the required oath before some justice.

[*Idem.*

Q. What money is a master entitled to receive who, within one month of the enlistment of his apprentice or labourer, gives up the indenture?

A. So much of the recruit's bounty as may not have been paid to him before notice given of his being an apprentice or indentured labourer.

[*Idem.*

Q. When an apprentice or indentured labourer who has enlisted is claimed by his master, what steps are to be taken?

A. He is to be carried before a justice, under his warrant, who will inquire into the matter upon oath, and if required to do so by the military authorities, will commit the offender for trial. If not so required, the justice may deliver the apprentice to his master.

[*Idem.*

Q. In order to remove doubt as to the attestation of soldiers, what does the Mutiny Act provide?

A. That no person who for six months has received pay, and

been borne on the strength and pay list of any regiment, is entitled to claim his discharge on the ground of error or illegality in his enlistment or attestation. [*M. Act, Enlistment.*]

(5.) *Billets.*

Q. In drawing billets, is it necessary that the persons on whom the billets are drawn should be furnished with the names of the individuals who are to occupy them?

A. No; the number of men to be quartered on the person named in the billet only need be mentioned. [*M. Act, Billets.*]

Q. What is the smallest number of infantry soldiers who should in Ireland be billeted in one house?

A. Two. [*Idem.*]

Q. When troops are on the march, within what distance of the place mentioned in the route must all the billets be situated?

A. One mile. [*Idem.*]

Q. In making out billets for troops on a march, what billets should always be made out first?

A. Those for the less distant houses should be made out before those for houses which are more distant. [*Idem.*]

Q. On what persons are constables authorized to billet soldiers on their march?

A. In Great Britain and Ireland, on all victuallers, livery stable keepers, innkeepers, publicans, and retail dealers in wine and spirits (to be drunk in their own houses); and in Ireland, when there is not sufficient room in such houses, billets may be drawn on such persons as has been heretofore customary. [*Idem.*]

Q. What limit is fixed by the Act to the number of billets to be drawn at a time?

A. No more are to be drawn than there are effective soldiers and horses present to be billeted. [*Idem.*]

Q. To whom are the billets when made out to be delivered by the constable?

A. To the commanding officer present. [*Idem.*]

Q. May the commanding officer exchange any man or horse billeted in any place with another man or horse billeted in the same place?

A. He may, for the benefit of the service, provided the number of men and horses do not exceed the number at that time billeted on such houses respectively. [*Idem.*]

Q. Is it lawful for a justice to extend a route, or to enlarge the districts within which billets may be required, in such manner as may appear most convenient to the troops?

A. It is, at the request of the officer or non-commissioned officer commanding the soldiers. [*Idem.*]

Q. May an officer be compelled to pay anything for his lodging where he is duly billeted?

A. No.

[*M. Act, Billets.*]

Q. May a justice holding any military commission act in billeting for the troops under his immediate command?

A. No.

[*Idem.*]

Q. Are innkeepers, or other persons on whom a soldier *on the march* may be billeted, bound to furnish him with diet?

A. In Great Britain they are bound, if required by the soldier, to furnish him for every day of the march, and for a period not exceeding two days when halted upon the march, and for the day of arrival at the final destination, with one hot meal.

[*Idem.*]

Q. Of what should the hot meal consist?

A. Of such quantities of diet as may be fixed by Her Majesty's Regulations, not exceeding one pound and a quarter of meat previous to being dressed, one pound of bread, one pound of potatoes or other vegetables, two pints of small beer, and vinegar, salt, and pepper.

[*Idem.*]

Q. What is the authorized allowance for a hot meal?

A. Tenpence.

[*Idem.*]

Q. What is the authorized allowance for a bed furnished to a soldier on the march in Great Britain?

A. Twopenny halfpenny.

[*Idem.*]

Q. Are persons on whom a soldier *not on the march* may be billeted in Great Britain bound to supply him with diet?

A. No; they are only required to furnish him with a bed, with candles, vinegar, and salt, and with the use of fire and utensils for dressing and eating his meat.

[*Idem.*]

Q. Are persons in Ireland on whom soldiers *either on the march or otherwise* may be billeted bound to supply them with diet?

A. No; they are only required to furnish them with beds, candles, vinegar, salt, and with the use of fire and utensils for dressing and eating their food.

[*Idem.*]

Q. To what allowance are innkeepers and other persons entitled, on whom soldiers in stationary quarters in Great Britain, or on the march or otherwise in Ireland, are billeted?

A. Fourpence per diem for each soldier.

[*Idem.*]

Q. What sum is to be paid per diem to the person on whom horses may be billeted in Great Britain and Ireland for oats, hay, and straw?

A. One shilling and ninepence for each horse.

[*Idem.*]

Q. How often, and in what manner, should the officer or non-commissioned officer commanding troops in billets settle the just demands of persons on whom they are billeted?

A. Settlement should be made once in every four days, or before

the troops leave their billets, should they not remain so long, out of the pay and subsistence of the troops, before any part thereof is issued to them.

[*M. Act, Billets.*]

Q. Should soldiers in billets be suddenly ordered to march, and their commander be unable to make payment of the sums due for lodging and victualling, what course should such officer or non-commissioned officer pursue?

A. He should make up the account with every person upon whom such soldiers have been billeted, and transmit it, with a certificate signed by himself, to the agent of the regiment, by whom immediate payment is to be made, the amount being charged to the account of the officer or non-commissioned officer in command.

[*Idem.*]

(6.) Carriages.

Q. When carriages are required for troops or baggage on a march in Great Britain and Ireland, what steps are to be taken to procure them?

A. An order from Her Majesty, the general of her forces, or other person duly authorized in that behalf, or a certified copy of such order, is to be produced to the justices of the peace, who are required to issue warrants to collect such carriages, horses, or oxen, and drivers as may be necessary, specifying the places from and to which they are to travel, and the distance.

[*M. Act, Carriages.*]

Q. What distance may carriages be required to travel with troops in Great Britain and Ireland?

A. One day's march prescribed in the route, but in no case over twenty-five miles.

[*Idem.*]

Q. In every case in which the whole distance for which a carriage is impressed is under one mile, for what distance is payment to be made?

A. For one mile.

[*Idem.*]

Q. What is the rate of payment per mile in Great Britain for carriages impressed?

A. A waggon with four horses, or a wain with six oxen, or four oxen and two horses, *one shilling*; a waggon with narrow wheels, or a cart with four horses carrying not less than fifteen hundred weight, *ninepence*; any other cart or carriage with less than four horses, and not carrying fifteen hundred weight, *sixpence*.

[*Idem.*]

Q. What is the rate of payment per mile in Ireland for carriages impressed?

A. For every hundredweight loaded on any wheel carriage, *one halfpenny*.

[*Idem.*]

Q. May any further rates be added in Great Britain to the

specified rates of *one shilling, ninepence, or sixpence*, for the different descriptions of carriage?

A. Yes; such further rates may be added, not exceeding a total addition per mile of *fourpence, threepence, or twopence*, to the specified rates respectively, as may seem reasonable to the justices assembled at general sessions. [M. Act, Carriages.]

Q. When the day's march exceeds fifteen miles, may any compensation be paid in Great Britain to the owners of carriages impressed, in addition to the specified rates?

A. Yes; such additional compensation not exceeding the usual rate of hire fixed by the act as may seem reasonable to the justice granting the warrant. [Idem.]

Q. By whom and to whom is payment to be made in Great Britain and Ireland for carriages impressed for the conveyance of baggage?

A. In Great Britain the officer or non-commissioned officer demanding carriages is to pay the proper sums to the constables who provide them. In Ireland the proper sums are to be paid to the owners or drivers, in presence, if required, of a constable or magistrate, one-third being paid before the carriages are loaded. [Idem.]

Q. What weight are carriages liable to carry in Great Britain and Ireland?

A. In Great Britain, thirty hundredweight, and in Ireland, six hundredweight for a car and twelve hundredweight for a dray. [Idem.]

Q. Should the owner of a carriage in Ireland consent to carry a greater weight than that for which his carriage is liable, how is he to be paid for the excess?

A. At the usual rate for every hundredweight. [Idem.]

Q. Is the owner of a carriage in Ireland liable to be compelled to proceed with a less weight than that which his carriage is liable to carry?

A. Not under the sum of *threepence* per mile for each car and *sixpence* for each dray. [Idem.]

Q. Is the owner of a carriage in Ireland entitled to have the loading of his carriage weighed before proceeding?

A. He may have it weighed at his own expense, if the same can be done in a reasonable time, without hindrance to Her Majesty's service. [Idem.]

Q. What weight at the least must all carts with one or more horses for which the furnisher receives ninepence per mile be required to carry?

A. Fifteen hundredweight. [Idem.]

Q. Are country cars, drays, or other carriages coming to markets

in Ireland liable to be detained, and employed against the will of the owners in carrying the baggage of the army?

A. They are not on any pretence whatever. [*M. Act, Carriages.*]

Q. In case of any emergency, how may vehicles of any description kept for hire, saddle horses, boats, or vessels be procured for the conveyance of troops or baggage?

A. Through the justices of the peace on the requisition of the general or other officers authorized to make such requisitions.

[*Idem.*]

(7.) *Tolls and Ferries, Notifications to Parishes.*

Q. Are officers and soldiers on duty or on their march, or their baggage and horses, liable, when embarking or disembarking, or in passing over any road or bridge, to payment of the usual duties or tolls?

A. No. [*M. Act, Tolls.*]

Q. In passing regular ferries in Scotland, at what rate are troops on their march to be conveyed?

A. At one-half the ordinary rate. [*Idem.*]

Q. What does the Mutiny Act prescribe, as to the notification of the good or bad conduct of soldiers, to parishes?

A. Notification of the name of any soldier belonging to the parish, who has, for meritorious conduct in the army, received Her Majesty's special approbation, or who, in consequence of misconduct, has been dismissed with disgrace, on being transmitted by the Secretary of State for War, is to be affixed to the church door on the Sunday next after the receipt of the same.

[*M. Act, Discharge of Soldiers.*]

(8.) *Penalties, Search for Deserters and Military Property.*

Q. Are officers or soldiers when in pursuit of a deserter permitted to enter forcibly into any dwelling-house or out-house?

A. No; they are forbidden under a penalty to do so without a warrant from a justice of the peace. [*M. Act, Penalties.*]

Q. To what penalty are persons liable on conviction of receiving or buying from a deserter or soldier articles of necessaries or military stores?

A. To forfeit a sum not exceeding twenty pounds, and treble value of the articles for a first offence; and for a second offence, to be, in addition to such forfeiture, imprisoned for a term not exceeding six months. [*Idem.*]

Q. When reasonable suspicion exists that any person has in his or her possession military articles or stores received or bought from soldiers or others, what steps should be taken in the matter?

A. Application should be made to a justice for a warrant to search for such property. [M. Act, Penalties.]

Q. What pecuniary penalty does the Mutiny Act prescribe when officers are convicted of killing game or fish in or near the places where they may be quartered, without leave in writing?

A. A penalty of five pounds.

[Idem.]

ARTICLES OF WAR.

(1.) *Concealment on Enlistment or Re-enlistment.*

Q. If a recruit who has been attested be discovered to be incapable of active service, by reason of any infirmity, concealed or not declared at the time of attestation, in what manner may such recruit be dealt with?

A. He may be transferred to any garrison, veteran or invalid battalion, and receive only such part of his bounty as the Secretary of State for War may allow. [Art. War, Duties and Liabilities.]

Q. To what penalty are soldiers liable who, having been discharged, subsequently re-enlist, and conceal the fact, or misrepresent the cause of the former discharge?

A. They are neither to be allowed to reckon past service nor to receive any pension if again discharged for disability. [Idem.]

(2.) *Furloughs, Crying Down Credit.*

Q. Are commanding officers of regiments in Great Britain and Ireland authorized to grant furloughs to soldiers?

A. They are, subject to the control of the general officers under whose orders they may be serving; but these indulgences are not to be granted between the tenth day of March and twenty-fifth day of October in each year, except under urgent circumstances.

[Art. War, Duties and Liabilities.]

Q. What proclamation should the commanding officer of every corps cause to be made on its first coming to any place where it is to remain in quarters?

A. That if the inhabitants suffer the soldiers to contract debts, such debts will not be discharged. [Idem.]

Q. What penalty is incurred by any officer who neglects to cry down the credit of the men under his command?

A. Suspension for three months, during which time his pay is to be applied to the discharging of such debts as may have been contracted by the men under his command, the residue, if any, being paid to him. [Idem.]

(3.) *Redress of Wrongs.*

Q. If an officer think himself wronged by his commanding officer, what steps should he take to obtain redress?

A. He should, in the first instance, make due application for redress to the commanding officer. [*Art. War, Duties and Liabilities.*]

Q. If an officer fail, upon application to his commanding officer, to obtain the redress to which he may think himself to be entitled, what course is he authorized to pursue?

A. He may complain to the general commanding-in-chief. [*Idem.*]

Q. If a soldier think himself wronged in any matter affecting his pay or clothing by the officer commanding his company, to whom should he prefer his complaint?

A. To the officer commanding the regiment, who is required to summon a regimental court of inquiry to determine where such complaint is just; from the decision of which court either party may, if he thinks himself aggrieved, appeal to a general court-martial. [*Idem.*]

Q. Does the person who unnecessarily appeals to a general court-martial from the decision of a court of inquiry render himself liable to any punishment?

A. Should his appeal be considered groundless and vexatious he becomes liable to such punishment as the general court-martial is competent to award. [*Idem.*]

(4.) *Maintenance of Good Order.*

Q. Have all officers the power to quell quarrels, frays, and disorders though the persons concerned are of rank superior to themselves, or belong to another corps?

A. They have, and in such cases may either order officers into arrest or soldiers into confinement, until their proper superior officers be made acquainted therewith.

[*Art. War, Duties and Liabilities.*]

(5.) *Character of an Officer.*

Q. What course should an officer whose character and conduct have been publicly impugned pursue?

A. He is bound, within reasonable time, to submit the case to his commanding officer, or to other competent military authority for investigation. [*Art. War, Crimes and Punishments.*]

(6.) *Accounts, Death of Officers and Soldiers.*

Q. When an officer dies, by whom should his effects be secured?

A. By the major of the regiment. [*Art. War, Duties and Liabilities.*]

Q. May the major of the regiment deliver over the effects of a deceased officer to his heir or legal representative?

A. Yes; provided such heir or legal representative be present at headquarters or on the station, pay all regimental debts, and signify a wish, in writing, to receive the effects.

[*Art. War, Duties and Liabilities.*]

Q. When the effects of a deceased officer are not made over to his heir or legal representative, how are they to be disposed of?

A. The major of the regiment, assisted by two other officers, if possible of the rank of captain, will, within one month after the death of the officer, make an inventory thereof, and, after payment of regimental debts, place the balance in the hands of the paymaster, to be by him paid to the heir or legal representative of the deceased, if present at headquarters; but if there be no heir present, the inventory and account are to be transmitted to the Secretary of State for War, and the balance credited to the public.

[*Idem.*]

Q. To entitle the heir or legal representative of a deceased officer, present at headquarters, to receive the balance, is it necessary that he should produce probate of the will or letters of administration?

A. It is, when the balance amounts to fifty pounds and upwards.

[*Idem.*]

Q. When a non-commissioned officer or soldier dies, by whom should his effects be secured, and how should they be disposed of?

A. The effects of the deceased should be immediately secured by the officer commanding the company, who, with the assistance of two other officers, is bound to make an inventory thereof forthwith, and within one month of the soldier's death, after payment of regimental debts, to place the balance in the hands of the paymaster, with a view to its being paid to the heir or legal representative.

[*Idem.*]

Q. When a soldier deserts, is delivered up as an apprentice, or is convicted of felony by the civil power, how are his effects to be disposed of?

A. They are immediately to be secured by the officer commanding the company, who, with the assistance of two other commissioned officers, is bound to make an inventory thereof forthwith, and within three months of the date when the soldier became non-effective, after payment of regimental debts, to place the balance in the hands of the paymaster, for the purpose of being credited to the public.

[*Idem.*]

COURTS-MARTIAL.

(1.) *The Judge-Advocate.*

Q. What are the duties of the *judge-advocate general*?

A. He is the legal adviser of the crown in all matters connected with military law.

[*Pipon's Military Law.*]

Q. What is meant by the *officiating judge-advocate*?

A. The officer who, under the deputation of the judge-advocate general if at home, or by appointment of the convening authority if abroad, attends during the sitting of a general court-martial, as the representative of the judge-advocate general.

[*Idem.*]

Q. May the officiating judge-advocate act as prosecutor, or as advocate of the prisoner at a trial?

A. No.

[*Art. War, Courts-Martial. Pipon's Military Law.*]

Q. Define generally the duties during a trial of the officiating judge-advocate.

A. He records the proceedings of the court. He is the adviser both of the court and the accused, and is bound to give his opinion on any point of form or law in which a difficulty is experienced. He should take care that the prisoner does not suffer through ignorance, inexperience, or incapacity, and he must point out to the court any deviation from the law, or from the proper forms of procedure which may occur.

[*Pipon's Military Law.*]

Q. Are the members of a court-martial bound to act upon the advice of the officiating judge-advocate?

A. No; they must act upon their own responsibility as defined in the prescribed oath.

[*Idem.*]

Q. What are the duties of an officiating judge-advocate as to preparing a case for trial.

A. He prepares the case for the prosecution, summons the witnesses both for prosecution and defence, warns the prisoner for trial, and furnishes him with a copy of the charges, and with a list of the witnesses for the prosecution.

[*Idem.*]

Q. By whom are the proceedings of courts-martial to be transmitted to the judge-advocate general in London for preservation?

A. In the case of general courts-martial, by the officiating judge-advocate; and in the case of district or garrison courts-martial, by the president.

[*Art. War, Courts-Martial.*]

Q. Is any person who has been tried by a general, district, or garrison court-martial entitled to a copy of the proceedings and sentence in his case?

A. Yes; if the same be demanded within three years from date of the final decision on the proceedings, and on payment of the authorized rate of fourpence per folio of seventy-two words.

[*Idem.*]

(2.) *Constitution of Courts-Martial.*

Q. To what officers may the power of convening *general and district or garrison* courts-martial be delegated by Her Majesty?

A. To field officers and officers of superior rank; the only exception being in detached situations beyond sea, where a field officer is not in command, in which case a captain may be authorized to convene a district or garrison court-martial.

[*M. Act, Courts-Martial.*

Q. Are officers who have been authorized by Her Majesty to convene courts-martial permitted in case of need to delegate that authority to others?

A. Not unless specially empowered to do so by Her Majesty's warrant.

[*Idem.*

Q. By whom may a *detachment general* court-martial be assembled?

A. By any officer in command of troops beyond sea, where it may be found impracticable to assemble a general court-martial.

[*Idem.*

Q. What authority is necessary for assembling *regimental* courts-martial?

A. They may be assembled under the Articles of War, by appointment of the commanding officer of a regiment, battalion, or depot, provided he is not under the rank of captain.

[*Art. War, Courts-Martial.*

Q. By whom may *detachment* courts-martial be convened?

A. By the senior officer in command of the detachment (whether consisting of men of different regiments or not), provided he be not under the rank of a captain; or, in case the troops are on board a ship not in commission, by the senior officer on board, whatever be his rank.

[*Idem.*

(3.) *Jurisdiction of Courts-Martial.*

Q. What description of court-martial only is competent to try a *commissioned officer*?

A. A general court-martial. [*M. Act, Courts-Martial.*

Q. What descriptions of court-martial are competent to try a *warrant officer*?

A. General and district or garrison courts-martial.

[*Art. War, Courts-Martial.*

Q. By what descriptions of court-martial may *non-commissioned officers and soldiers* be tried?

A. By any description of court-martial, according to the nature and degree of the offence. [*Idem.*

Q. What descriptions of court-martial are competent to try a

soldier who may be retained in the service *after the expiration of his term of service*, for the purpose of undergoing trial and punishment for an offence previously committed?

A. General and district or garrison courts-martial.

[10° and 11° Vict., cap. 37.]

Q. Is a court-martial competent to try a *recruit* who has not been attested?

A. Not unless such recruit has received pay other than enlisting money.

[M. Act, Enlistment.]

Q. Has a detachment general court-martial power over the same persons as a general court-martial?

A. Yes.

[M. Act, Courts-Martial.]

Q. Name some of the military offences of non-commissioned officers and soldiers which, strictly speaking, are cognizable by a general court-martial only.

A. Mutiny and insubordination, corresponding with or misbehaving before the enemy, plundering, treacherously making known the watchword, creating false alarms, sleeping on or quitting his post when a sentry, offering violence to persons bringing provisions, forcing a safe guard. [Art. War, Crimes and Punishments.]

Q. Under what circumstances are charges against officers or soldiers for civil offences cognizable by court-martial?

A. When serving at Gibraltar, or within Her Majesty's dominions beyond sea, where there is no civil judicature in force; or in India, at a distance of one hundred and twenty English miles from any of the Presidencies; or with Her Majesty's forces serving out of her dominions, and provided the offence be one which, if committed in England, would be punishable by a court of ordinary criminal jurisdiction.

[Art. War, Courts-Martial.]

Q. What description of court-martial only is competent to try civil offences?

A. General courts-martial.

[Idem.]

Q. With what offences only is a *detachment general* court-martial competent to deal?

A. With offences committed against the property or person of an inhabitant of any foreign country in which the troops may be serving.

[M. Act, Courts-Martial.]

Q. Name some of the offences of non-commissioned officers and soldiers which may be tried by a general or by a *district or garrison* court-martial, but not by any inferior tribunal.

A. Absence from or improper conduct during divine worship; violence to a clergyman; perjury; traitorous or disrespectful words against the sovereign or any of the royal family; desertion, and offences connected therewith; sending a flag of truce without authority; giving a wrong parole or watchword; spreading alarm-

ing reports; disclosing numbers, movements, &c., of the army; leaving the ranks without orders; leaving a guard, piquet, or post; being taken prisoner through carelessness or disobedience; misappropriation of supplies; impeding or refusing to assist the provost-marshal; breaking arrest or escaping from confinement; disgraceful conduct; demanding billets for more than the number of effectives; quartering wives and children against consent; taking money for freeing from billets; neglecting or refusing to assist civil magistrate in apprehension of offenders; fighting, or failing to take steps to prevent, a duel (if other than an officer).

[*Art. War, Crimes and Punishments.*

Q. Name some of the offences which may be tried by a *regimental* or other court-martial, as may be deemed expedient by competent authority.

A. Absence from school; contempt or disrespect towards commander-in-chief; absence without leave; failing to appear at parade or rendezvous; quitting platoon or division; creating false alarms at home; when in command of a guard, failing to report prisoners, releasing a prisoner, or suffering him to escape; neglecting to obey orders; drunkenness on duty or under arms; habitual drunkenness; ill treatment of landlords in billets; offences connected with carriages; a non-commissioned officer striking or ill treating a soldier; hiring another person to do his duty; losing or making away with appointments, necessaries, medals, &c.; destroying or injuring private property; mutiny and gross insubordination on the line of march, or on board a ship not in commission.

[*Idem.*

Q. May a regimental court-martial try a soldier under any circumstances for desertion?

A. No.

[*Art. War, Courts-Martial.*

Q. Are courts-martial bound to take cognizance only of such crimes and offences as are distinctly specified by the Articles of War as constituting a breach of military law?

A. No; all crimes not capital, and all acts, disorders, and neglects which persons subject to the Articles of War may be guilty of, to the prejudice of good order and military discipline, though not specified in the Articles of War, are to be taken cognizance of by courts-martial.

[*Art. War, Crimes and Punishments.*

(4.) *Appointment of President and Members.*

Q. How are the officers of the army classified with reference to court-martial duty?

A. In three classes, viz., *general officers* of all ranks; *field officers*, including colonels; and *company officers*, comprehending captains and subalterns.

[*Q. Reg., Courts-Martial.*

Q. From what class of officers should the *president* of a general court-martial be selected when practicable?

A. General officers and colonels. [Q. *Reg., Courts-Martial.*

Q. By whom is the president of every court-martial to be appointed?

A. By or under the authority of the convening officer.

[Art. War, Courts-Martial.

Q. May the confirming officer, or the officer whose duty it has been to investigate the charges on which the prisoner is to be arraigned, be president of a court-martial?

A. No. [Idem.

Q. What descriptions of court-martial must be presided over by an officer not under the rank of field officer, when a field officer can be had?

A. General courts-martial and such district courts-martial as are convened for the trial of a warrant officer. [Idem.

Q. May an officer under the rank of captain be appointed president of any court-martial?

A. Not except in the case of a detachment general court-martial, or of a regimental or detachment court-martial held on the line of march, or on board a ship not in commission, or on a foreign station, where a captain cannot be had. [Idem.

Q. In what case can the officer who convenes a court-martial act as the president thereof?

A. In the case of a detachment general court-martial. [Idem.

Q. What officers are ineligible to serve as *members* upon a general court-martial convened for the trial of a field officer?

A. Officers under the degree of a captain. [Idem.

Q. From what different arms of the service may officers be selected to serve upon any general or district court-martial for the trial of an officer or soldier?

A. From all arms of the service, including artillery, engineers, marines, and general staff, provided, in the case of staff officers, their appointments have been duly notified in general or garrison orders, and they are on full pay on the staff, and amenable to military law, although on the half-pay of their regimental rank. [Idem.

Q. May a district court-martial be composed entirely of officers of the same regiment?

A. It may, except for the trial of a warrant officer. [Idem.

Q. When a warrant officer is to be tried before a district court-martial, how should the detail of such court be regulated?

A. Not more than two of the officers composing it may be taken from the corps in which the warrant officer to be tried is serving, and no more than two of the members may be under the rank of captain. [Idem.

Q. May the commanding officer by whom a regimental court-martial is convened be himself a member of such court?

A. No. [*Art. War, Courts-Martial.*]

Q. May militia officers sit on any court-martial upon the trial of an officer or soldier of the army, or officers of the army sit upon the trial of an officer or soldier of the militia?

A. No. [*Idem.*]

Q. May officers of the Indian army sit on a court-martial, with officers of the army and marines, upon the trial of a person belonging to any of these three services?

A. Yes. [*Idem.*]

Q. Are officers of the regimental staff or of the civil departments liable to serve on courts-martial?

A. Yes, as members only. [*Q. Reg., Classification of Officers.*]

Q. How do the Queen's Regulations require that the detail of courts-martial for the trial of officers should be regulated?

A. If it can possibly be avoided, no officer is to be appointed a member if he belongs to a class inferior to that in which the prisoner is serving. [*Q. Reg., Courts-Martial.*]

Q. On the trial of subaltern officers, how many officers of that rank are considered a sufficient proportion to be placed as members of the court?

A. Two. [*Idem.*]

Q. In detailing a court-martial for the trial of a commanding officer, what should be attended to?

A. As many members of the court as possible should be officers who have held or are holding commands. [*Idem.*]

(5.) *Proceedings on Commission of Offences.*

Q. When an officer or soldier is accused of any offence punishable by the known laws of the land, should he be delivered over, on application, to the civil magistrate?

A. Yes. [*Art. War, Duties and Liabilities.*]

Q. Under what limitation as to time may crimes and offences against former Mutiny Acts (and Articles of War established by virtue of the same) be tried and punished in the same manner as if committed against the present Act?

A. They may be so tried if the offences have not been committed more than three years before the date of the warrant for such trial, unless the accused, by reason of his having absented himself, or of some other manifest impediment, shall not have been amenable to justice within that period; in which case the trial may take place at any time within two years after the impediment has ceased.

[*M. Act, Offences against former Acts.*]

Q. What limit is fixed by the Articles of War to the period of arrest or confinement of an officer or soldier accused of any offence?

A. Eight days, or until a court-martial can be conveniently assembled. [*Art. War, Duties and Liabilities.*]

Q. Before submitting charges against an officer or soldier to the cognizance of a court-martial, what examination of the circumstances should be made?

A. An examination by superior authority, in order to ascertain that they are such as should be submitted to a court-martial, and that there is sufficient evidence to substantiate them.

[*Q. Reg., Courts-Martial.*]

Q. May officers or men, with accusations pending against them, be sent home from foreign stations?

A. Not except in cases of unavoidable necessity. When charges are preferred, they should be investigated on the spot. [*Idem.*]

Q. Having satisfied himself by investigation that an offence is one which should be tried by court-martial, what further steps should a commanding officer take?

A. Either convene a regimental court-martial or submit the matter to the superior officer in whose command the corps may be serving, according to the nature of the case.

[**. Art. War, Courts-Martial.*]

Q. Upon whom does the responsibility of framing charges against an offender in the first instance devolve?

A. Upon his commanding officer.

[*Idem.*]

Q. To what officers are charges prepared for submission to general or district courts-martial referred for approval?

A. In the case of general courts-martial, to the judge-advocate general; in that of district courts-martial, to the general or other officer commanding the brigade, district, or garrison. [*Idem.*]

Q. What are the regulations of the service as to framing charges?

A. The utmost care is to be taken to render them specific in names, dates, and places. The prisoner's regimental number should invariably be inserted, but all non-essential minutiae are to be avoided.

[*Q. Reg., Courts-Martial.*]

Q. Should the precise hour of the commission of any offence be inserted in the charge?

A. Not unless it forms the essence of the offence, or is necessary to the prisoner for his defence. [*Idem.*]

Q. How should all charges for absence without leave be worded?

A. "For being absent without leave from his commanding officer."

[*Idem.*]

Q. May a separate charge for a simple act of drunkenness on the part of a soldier be submitted to the cognizance of a court-martial?

A. Not unless the previous repetition of the offence bring it within the category of "Habitual Drunkenness."

[*Q. Reg., Courts-Martial.*

Q. May any number of prisoners be tried together?

A. Yes, for an offence committed by them collectively. [*

Q. May any prisoner be tried for several distinct offences at the same time?

A. Yes; but each offence should form the subject of a distinct charge. [*

Q. May any number of charges for desertion form the subject of a single arraignment?

A. Yes. [*Art. War, Crimes and Punishments.*

Q. In framing a charge, is it necessary to quote the article of war for a breach of which the charge is preferred?

A. No. [*

Q. Up to what period may the charges against a prisoner about to be tried be amended or added to under competent authority?

A. Up to the time of arraignment. [*

Q. May a material omission, or variation from the wording of the act or article, in a charge, render void any sentence passed in respect thereof?

A. Yes. [*Pipon's Military Law.*

Q. Should a prisoner be furnished with a copy of the charges and list of witnesses against him before trial?

A. Yes. [*

Q. Is it necessary that an offender should in all cases be tried and punished in the place in which his offence was committed?

A. No; he may be tried and punished in any part of Her Majesty's dominions, or elsewhere, in the same manner as if the offence had been committed in the place of trial.

[*M. Act, Courts-Martial.*

Q. When, in certain cases which admit of less serious notice, a commanding officer considers it advisable to try by an inferior description of court an offence which, strictly speaking, is cognizable by a higher court, what course should he pursue?

A. He should lay a statement of the case, together with the charge he intends to bring, before the general or other officer commanding the brigade, district, or garrison, with an application for permission so to proceed. [*Art. War, Courts-Martial.*

Q. If it be discovered after attestation that a recruit has given a false answer to any authorized question, or wilfully made any false statement in his declaration before the magistrate, should such recruit be tried for the offence by a civil or by a military court?

A. In such a case a recruit is triable either before two justices

or before a court-martial, at the discretion of the military authorities.

[*M. Act, Enlistment.*]

Q. By whose order may a non-commissioned officer be reduced to the ranks without trial?

A. By the order of the commander-in-chief or of the colonel of the regiment.

[*Art. War, Courts-Martial.*]

Q. If a soldier, while serving in any regiment, confesses to his commanding officer that he is a deserter from some other regiment, or from the militia, and evidence of the truth or falsehood of such confession cannot then be conveniently obtained, what course should be pursued?

A. A record of such confession, signed by the commanding officer, should be entered in the regimental books, and the soldier is to do duty until he is discharged, or until proof can be obtained of the truth or falsehood of his confession, when he may be tried either for desertion or for making a false statement to his commanding officer.

[*Art. War, Crimes and Punishments.*]

Q. If a soldier has been illegally absent from duty for two months, what steps are to be taken?

A. A court of inquiry of three officers is to assemble to examine witnesses upon oath respecting the fact of such absence, and to declare the period thereof. A record of such absence, and of the declaration of the court of inquiry thereon, is to be recorded in the regimental books.

[*Art. War, Courts-Martial.*]

Q. If a soldier who has been recorded in the regimental books, on the declaration of a court of inquiry, as having illegally absented himself, should not afterwards surrender or be apprehended, what legal effect is such record to have?

A. The effect of a conviction for desertion.

[*Idem.*]

Q. On a trial for desertion, may the record of the prisoner's absence, as entered in the regimental books, be produced as evidence of the facts therein recorded?

A. It may; but the identity of the prisoner with the person therein mentioned must be proved.

[*Idem.*]

Q. When a deserter surrenders to the regiment to which he belongs, what course is the commanding officer to pursue?

A. Report the surrender to the war office, and proceed against the deserter.

[*Q. Reg., Deserters.*]

Q. When a deserter is discovered while serving in another regiment at home, what course should the commanding officer pursue?

A. Transmit a return of the deserter to the war office, and detain him in confinement.

[*Idem.*]

Q. When a deserter is discovered while serving in another regiment abroad, what course is to be pursued?

A. If there is evidence to convict, he is to be tried, and after the

expiration of his sentence, to do duty until the pleasure of the commander-in-chief be made known. [*Q. Reg., Deserters.*]

Q. May the commander-in-chief dispense with the trial of a soldier for desertion?

A. He may, when there are special circumstances to justify such a course. [*Art. War, Crimes and Punishments.*]

Q. May the commander-in-chief order a soldier serving in any regiment, who confesses that he is a deserter from another regiment, to continue to serve in the regiment in which he is serving?

A. Yes. [*Idem.*]

Q. What pecuniary penalty may the Secretary of State for War inflict on a soldier who confesses that he is a militiaman, instead of trying him before a court-martial for desertion?

A. A stoppage of one penny a-day of his pay for eighteen calendar months. [*M. Act, Enlistment.*]

Q. In the case of ill-treatment of landlords by soldiers or others in billets, what steps is a commanding officer to take?

A. Either to cause the offender to be tried for the offence, or to give compensation in money to the extent of stopping half of the offender's daily pay until full reparation be made. In case the offender protests against such summary proceeding, the matter is to be inquired into, and, if necessary, tried by a court-martial.

[*Art. War, Duties and Liabilities.*]

(6.) *Customs and Incidents on Trial.*

Q. How should all orders and memoranda regarding the proceedings of military tribunals be made available for reference?

A. They are to be laid before every court when sitting.

[*Q. Reg., Courts-Martial.*]

Q. When a person belonging to the army or the Indian army is tried by a court-martial (whether composed exclusively of officers of the army or not) within the United Kingdom, how are the proceedings of such court to be regulated?

A. As if the court were composed of officers of the army only, the Mutiny Act and Articles of War being applicable.

[*Art. War, Courts-Martial.*]

Q. When a person belonging to the royal marines is tried by a court-martial (composed altogether or in part of officers of the army), how are the proceedings of such court to be regulated?

A. As if the court were composed of officers of Her Majesty's land forces only, except that the Mutiny Act and Articles of War for the marine forces on shore are to be applicable. [*Idem.*]

Q. When a person belonging to the Indian army is tried out of the United Kingdom by a court-martial (composed exclusively or

in part of officers of the army), how are the proceedings of such court to be regulated?

A. As if the court were composed of Her Majesty's land forces only, except that the Indian Mutiny Act and Articles of War are to be applicable. [Art. War, Courts Martial.]

Q. In general courts-martial, when should the *warrant* by which the president and officiating judge-advocate are appointed be read in court?

A. Immediately after the order for the assembly of the court has been read. [*]

Q. Has a prisoner any right to object to the appointment of the officiating judge-advocate detailed for his trial?

A. No. [Simmons on Courts-Martial.]

Q. When a prisoner *objects to be tried* by the president or any of the members of a court-martial, is he to be required to state the reasons of his objection?

A. Yes. [Idem.]

Q. State some of the grounds for objecting to the president or any of the members of a court-martial, which, if shown to be well founded, may be admitted by the court.

A. Defect in rank; prejudice or malice; having expressed an opinion on the case unfavourable to the prisoner; being the owner of property the prisoner is charged with stealing; being a material witness; or having sat in a court of inquiry on the subject of the charge. [Idem.]

Q. Should a prisoner refuse to reply to the question as to his having any objection, how should such refusal be regarded by the court?

A. Having been recorded, it may be considered as tantamount to his having no objection. [D'Aguilar on Courts-Martial.]

Q. During the *administration of the oath* to the president, members, and judge-advocate, what marks of respect should be observed in court?

A. All persons should stand up, preserve silence, and, except the sentries, remain uncovered. [*]

Q. By whom and in what manner is the prisoner before a court-martial *arraigned*?

A. He is arraigned by the judge-advocate in general, and by the president in other courts, by his rank, name, and regiment, on the charge which is produced and read, and is then questioned as follows: "Are you guilty or not guilty of the charge which you have now heard read?" [*]

Q. If a prisoner pleads guilty, is he thereby debarred from cross-examining witnesses for the prosecution, or making a defence?

A. He may not only cross-examine the witnesses, but produce

evidence to rebut them. He may in his defence produce evidence as to character, and address the court in extenuation of the offence, or in mitigation of punishment. [*Pipon's Military Law.*]

Q. Should a prisoner, on being arraigned, stand silent, or reply in words foreign to the question, what plea should be entered by the court in the proceedings?

A. Not guilty. [*]

Q. What is meant by a "plea in bar of trial?"

A. When the prisoner pleads that he is not amenable to military law; that the court is illegally constituted, or not competent to deal with his case; or that he has been already absolved from the consequences of his crime by delay in trial, or in some other manner recognized by military law. [*]

Q. When a prisoner pleads in bar of trial, what course should be pursued by the court?

A. Evidence of the facts stated should be received, and if the plea is well founded, an adjournment for the purpose of submitting the matter to the convening officer must take place. [*]

Q. Should a prisoner be denied an opportunity of pleading to the charge preferred against him, what would be the consequence?

A. The subsequent proceedings would be null and void.

[*Pipon's Military Law.*]

Q. At what point in the proceedings of a court-martial should all the witnesses present in court be required to withdraw?

A. After the prisoner has pleaded. [*]

Q. Upon whom do the duties of *prosecutor* devolve?

A. Upon the prisoner's commanding officer, or the person preferring the charges. [*]

Q. May any proceedings of a court-martial take place except in the *hearing of the prisoner*?

A. None, except the deliberations of the court. [*]

Q. In what manner should the *examination of a witness* be conducted?

A. Either by requiring him to state all he knows regarding the charges, or by questioning him thereupon. [*]

Q. Before any question can be put to a witness by the prosecutor, the court, or the prisoner, to whom must it be submitted?

A. To the president. [*]

Q. When a question is objected to, what course should be pursued if the person concerned persists in putting it?

A. The court should be cleared in order that it may be determined by vote whether the question shall be put or not. [*]

Q. If a question to a witness by the prisoner be overruled by the court, in what manner should the fact be recorded in the proceedings?

A. The question should be recorded in the words in which it was framed, with a minute of the reasons for refusing to admit it.

[*D'Aguilar on Courts-Martial.*]

Q. When should an opportunity be given to the prisoner of cross-examining each witness for the prosecution?

A. At the close of the examination-in-chief for the prosecution. Should the prisoner be unable to cross-examine, the court will put such questions as are necessary to get at the truth. [*]

Q. When a prisoner declines to cross-examine a witness, should the fact be recorded in the proceedings?

A. Yes. [*D'Aguilar on Courts-Martial.*]

Q. After the cross-examination by the prisoner of a witness for the prosecution is ended, should the prosecutor be permitted to re-examine the witness?

A. On such new points only as have come out in cross-examination. [*Pipon's Military Law.*]

Q. Is it usual after the close of the prosecution to allow the prisoner time to prepare his defence?

A. If he shows good grounds for desiring it, it is. [*]

Q. Under what restrictions is a prisoner permitted to avail himself during trial of professional or other advice?

A. He may have any friend or professional person near him during the trial, to advise him upon all points, but no such person is permitted to address the court or to take any direct part in the proceedings. [*]

Q. What method of procedure may be adopted by a prisoner in his defence?

A. He may make a statement, and call witnesses to meet the charge and to speak to character. The statement may be made before or after the production of evidence as he pleases. [*]

Q. By whom is the examination-in-chief and the cross-examination of witnesses for the defence conducted?

A. The examination-in-chief by the prisoner, the cross-examination by the prosecutor. The court puts such questions as they may deem necessary. [*]

Q. What general course is a prisoner before a court-martial permitted to pursue in his defence?

A. He may endeavour to disprove the allegations against him; allege matter in bar of judgment; or claim exemption from punishment on the ground that his crime was the consequence of insanity, idiocy, compulsion, or accident.

[*Pipon's Military Law.*]

Q. May ignorance of the law or drunkenness be held as an excuse for the commission of a crime?

A. No. [*Idem.*]

Q. After the prisoner has closed his defence, is the prosecutor entitled to reply?

A. Only in case the prisoner has examined witnesses or put in documentary evidence. He is not permitted, in reply, to repair omissions in the prosecution. [Pipon's Military Law.

Q. Under what circumstances is the prosecutor entitled to call further evidence in reply to the defence?

A. If the prisoner has impeached the credibility of witnesses for the prosecution, or has introduced new matter.

[Simmons on Courts-Martial.

Q. To what points must further evidence on the part of the prosecution admitted in reply to the defence be confined?

A. To re-establishing the character of the former witnesses and rebutting the new matter brought forward. [Idem.

Q. Under what circumstances is a prisoner entitled to a rejoinder to the reply of the prosecutor?

A. When fresh evidence has been produced by the prosecutor in reply, the prisoner may call witnesses to re-establish the character for credibility of any of his witnesses whose testimony has been impugned by such fresh evidence. [Pipon's Military Law.

Q. What individual only, in addition to the president and members, is permitted to remain in court during its deliberations?

A. The judge-advocate. [*

Q. After the court has been cleared for the purpose of deliberating upon the *finding*, what should be read over?

A. The minutes of the evidence. [*

Q. Is the question of guilty or not guilty to be decided by a majority, or is unanimity necessary?

A. By a majority. [*

Q. When the members of a court-martial are equally divided in opinion as to the guilt or innocence of the prisoner, is the president entitled to a casting vote?

A. The point is not decided by the Articles of War or Regulations of the Service, but it is stated in the best authorities on military law that in such a case the president has no casting vote, and that the prisoner must be acquitted. [Simmons, Pipon.

Q. When a prisoner is tried on more charges than one, is it necessary that a separate finding in each should be recorded in the proceedings?

A. It is.

[D'Aguilar on Courts-Martial.

Q. May a member of the court be selected to depose to previous convictions?

A. No.

[Idem.

Q. In the trial of a commissioned officer may former convictions by a civil court be produced for the purpose of assisting

the court in determining the amount of punishment to be awarded?

A. No. [*Art. War, Courts-Martial.*]

Q. Is it necessary that the court should be closed for the purpose of deliberating on the sentence?

A. Yes. [*]

Q. Is the sentence decided by a majority, or is unanimity necessary?

A. By a majority. [*]

Q. In deciding on the sentence, has the president a casting vote?

A. Yes. [*Pipon's Military Law.*]

Q. Are officers who have voted for an acquittal during the finding bound to vote on the sentence?

A. Yes. [*Simmons on Military Law.*]

Q. In recording the sentence of a court-martial, should the article of war under which a particular punishment is awarded be noted therein?

A. Not except in cases in which the mode of punishment is defined by the Articles of War. [*]

Q. When a court abstains from sentencing a deserter to be marked D, or abstains from awarding forfeiture, under the Mutiny Act, of pay or pension, medals, annuity, or gratuity, what should accompany the proceedings?

A. A separate letter, signed by the president, stating the reasons for abstaining. [*Q. Reg., Courts-Martial.*]

Q. What power of ordering the adjournment of a court-martial is vested in the president thereof?

A. He may order its adjournment upon any occasion when the ends of justice require it. [*]

Q. When the legal number of officers on a court-martial is reduced by the absence of a member, what must be done?

A. The court must adjourn until he can again attend. [*]

Q. When the legal number of officers on a court-martial is reduced by death, what must ensue?

A. The court must be dissolved. [*]

Q. When a court-martial has been dissolved in consequence of the death of a member, may the prisoner be tried by a fresh court?

A. Yes. [*Pipon's Military Law.*]

Q. How should a person be dealt with who uses menacing words or gestures in presence of a court-martial, or disturbs its proceedings?

A. If an officer or soldier, he may be punished at the discretion of the court; if a civilian, he may be taken before the civil magistrate to be punished according to law. [*Art. War, Courts-Martial.*]

(7.) *Revision and Confirmation.*

Q. May sentence be forthwith inflicted after it has been signed by the president?

A. Not until duly confirmed. [Art. War, Courts-Martial.

Q. To what authority should the proceedings of *general courts-martial* be forwarded for confirmation?

A. To the judge-advocate general, for submission to her Majesty, if at home; to the general, or other officer vested with authority to confirm the same, if abroad. [Q. Reg., Courts-Martial.

Q. To what authority should the proceedings of a *detachment general court-martial* be forwarded for approval and confirmation?

A. To the general officer commanding the army in the field.

Q. To whom should the proceedings of *district or garrison courts-martial* be forwarded for confirmation?

A. To the general officer commanding the district or station. If not under the command of a general officer, then they should be forwarded to the adjutant-general, by the senior officer on the spot, for the confirmation of the commander-in-chief.

[Q. Reg., Courts-Martial.

Q. To whom should the proceedings of *regimental courts-martial* be submitted for confirmation?

A. To the commanding officer of the regiment.

[Art. War, Courts-Martial.

Q. To whom should the proceedings of *detachment courts-martial* be submitted for confirmation?

A. To the senior officer on the spot, not being a member of the court. [Idem.

Q. In what part of the proceedings of a court-martial should the confirmation or remarks of the confirming officer be stated?

A. At the end. [Q. Reg., Courts-Martial.

Q. Has the confirming authority in all cases power to order a *revision* of the finding or sentence of a court-martial?

A. Yes. [Idem.

Q. When a court-martial is re-assembled for the purpose of revising its finding or sentence, what should be attached to and form part of the proceedings?

A. The letter, order, or memorandum (or a copy thereof), containing the instructions to the court, and the reasons for requiring the revision. [Idem.

Q. How often may the finding or sentence of a court-martial be revised?

A. Not more than once. [M. Act, Courts-Martial.

Q. What object is contemplated in requiring revision of proceedings?

A. To give the court an opportunity of reconsidering and amending any decision which may appear to the confirming officer to be erroneous, illegal, or informal. [*Pipon's Military Law.*]

Q. Is a court-martial permitted to alter the original minutes on revision?

A. No.

Q. Is a court-martial bound to alter its decision on revision? [*

A. No; it may adhere to its decision.

[*D'Aguilar on Courts-Martial.*]

Q. By whom must a sentence of death in the colonies be approved before it can be carried into execution?

A. By the civil governor.

[*Art. War, Courts-Martial.*]

Q. In what cases must the proceedings of a general court-martial in Her Majesty's dominions abroad be transmitted to England for submission to Her Majesty before the sentence is carried into execution?

A. In the case of a commissioned officer sentenced to death, penal servitude, cashiering, or dismissal, and in all other cases in which the confirming authority may consider such course expedient. [*

Q. What permission must be obtained before a sentence of corporal punishment by a regimental court-martial can, in time of peace, be carried into execution?

A. The leave in writing of the officer commanding the district or station in which the court is held, superior to the officer by whom the sentence may have been confirmed, except in cases of mutiny and gross insubordination on the line of march or in a ship not in commission.

[*Art. War, Courts-Martial.*]

Q. By whom must sentences by court-martial in respect of civil offences abroad be confirmed?

A. By the commander-in-chief, or by the officer by whom or under whose authority the court was appointed. [*Idem.*]

Q. Whose concurrence is necessary for the confirmation of sentences of death and penal servitude in India?

A. That of the governor-general or governor of the Presidency.

[*Idem.*]

Q. Before any sentence of death or penal servitude on a commissioned officer can be carried into effect, out of Her Majesty's dominions, or in India, by whom must it be confirmed?

A. Out of Her Majesty's dominions, by the commander-in-chief of the forces there serving; in India, by the commander-in-chief.

[*Art. War, Courts-Martial.*]

(8.) *Commutation, Mitigation, Remission.*

Q. May a confirming officer commute, remit, or mitigate the sentence if he see fit?

A. In some cases he has the power to commute, and in most instances he has the power to mitigate and remit the punishment.

[*M. Act and Articles of War.*]

Q. May a commanding officer commute, remit, or mitigate the sentence of a regimental court-martial?

A. He may remit or mitigate the punishment, but he cannot commute, except when corporal punishment has been awarded.

[*Q. Reg., Courts-Martial.*]

Q. By whom and for what punishments may a judgment of death be commuted?

A. Her Majesty, or, if in any place out of the United Kingdom, the officer commanding-in-chief may commute the sentence for penal servitude or imprisonment.

[*M. Act, Crimes and Punishments.*]

Q. For what other punishment, and by whom, may a sentence of penal servitude be commuted?

A. Her Majesty, or, if out of the United Kingdom, the commander-in-chief may commute such sentence for a similar or lesser term of imprisonment.

[*Idem.*]

Q. What power is vested in Her Majesty of commuting a sentence of cashiering?

A. The power of ordering the offender to be reprimanded, or, in addition thereto, to suffer loss of army or regimental rank, or both.

[*Idem.*]

Q. May corporal punishment be commuted for imprisonment by any confirming officer?

A. It may.

[*Art. War, Courts-Martial.*]

Q. What amount and description of imprisonment may be awarded in commutation of a sentence of corporal punishment?

A. Imprisonment not exceeding forty-two days, with or without solitary confinement.

[*Idem.*]

Q. When solitary confinement is awarded in commutation of a sentence of corporal punishment, what limit is fixed by the Articles of War to such confinement?

A. It is in no case to exceed seven days at a time, with intervals of not less than seven days between each period.

[*Idem.*]

Q. In what manner may the confirming officer mitigate a sentence of corporal punishment?

A. Either by reducing the number of lashes or by awarding imprisonment for any period not exceeding twenty days, with or without hard labour, or with or without solitary confinement,

together with corporal punishment, to be inflicted in the prison, not exceeding twenty-five lashes. [Art. War, Courts-Martial.

Q. When an award of forfeiture, deprivation, or stoppage of pay has been added to a sentence of penal servitude, and the sentence has been commuted for imprisonment, by whom may such award of forfeiture, &c., be enforced, mitigated, or remitted?

A. By Her Majesty, or, if out of the United Kingdom, by the commander-in-chief. [M. Act, Crimes and Punishments.

Q. In what cases is it lawful for the commander-in-chief to remit sentences of stoppage of pay awarded by a court-martial, and whose concurrence must be obtained?

A. In all cases where such remission may appear to be conducive to the good of the service; the concurrence of the Secretary of State for War must be obtained. [Art. War, Courts-Martial.

(9.) Execution of Sentences.

Q. In what manner are sentences of *penal servitude* on soldiers in the United Kingdom to be carried into execution?

A. A notification of Her Majesty's pleasure thereupon having been made by the military authorities, the judge of the civil court is to make order for the penal servitude of the offender, which is to be carried into effect in the same manner as in the case of offenders sentenced by civil law. [M. Act, Crimes and Punishments.

Q. In what manner are sentences of penal servitude on soldiers abroad to be carried into execution?

A. A notification having been made by the military authorities, the judge of the civil court is to order the intermediate custody of the offender, and to notify the same to the governor of the presidency or colony, and under his authority the sentence will be carried into effect. [Idem.

Q. From what date does an officer sentenced to penal servitude cease to belong to Her Majesty's service?

A. From the date of confirmation of such sentence.

[Art. War, Duties and Liabilities.

Q. By whom is the place of imprisonment under sentence of a court-martial to be appointed?

A. In the case of general courts-martial, by the officer commanding the district or station; in all other cases, by the officer who confirms the proceedings; and in default of such appointment, then by the officer commanding the regiment to which the prisoner belongs. [Art. War, Courts-Martial.

Q. When the district military prison does not afford sufficient accommodation, where are prisoners of hardened character to be confined?

A. In the nearest county gaol. [*Q. Reg., Courts-Martial.*]

Q. Should submission, quiet and orderly conduct, and proof of contrition on the part of the prisoners while undergoing punishment be favourably considered?

A. Yes, unless the offence has been of a very aggravated character. [*Idem.*]

Q. When a prisoner under sentence of a court-martial is removed from one prison to another, or is taken out of prison and detained under custody for any purpose whatever, is the time of such removal or detention to count as part of the imprisonment awarded?

A. It is. [*M. Act, Gaols.*]

Q. What are the regulations regarding the infliction of corporal punishment?

A. It is to be inflicted in presence of the surgeon, or of the assistant surgeon, in case of any other indispensable duty preventing the attendance of the surgeon. Corporal punishment is not to be inflicted on a Sunday, except in cases of evident necessity.

[*Q. Reg., Courts-Martial.*]

Q. May corporal punishment be inflicted a second time under the same sentence, if the prisoner has been unable to bear the whole of his punishment at one time?

A. No. [*Idem.*]

Q. Where is marking with D or B C carried into effect?

A. The letter D, in prison or in hospital; the letters B C, in hospital. [*Idem. H. G. Order, 28th August, 1862.*]

(10.) *Certificate of Civil Convictions, Military Penalties consequent thereon.*

Q. Is the clerk of a civil court before which an officer or soldier may have been tried bound to furnish, on demand, a certificate of the offence and conviction or acquittal?

A. He is, on payment of a fee of three shillings.

[*M. Act, Privileges of Soldiers.*]

Q. Should any person subject to the Mutiny Act have been acquitted or convicted by the civil power, is he liable to be punished for the same offence under military authority?

A. Not otherwise than by cashiering, in the case of a commissioned officer; by reduction to an inferior class, or to the rank of a private soldier, by order of the commander-in-chief, in the case of a warrant officer; or by reduction to the ranks, by order of the commander-in-chief or of the colonel, in the case of a non-commissioned officer.

[*M. Act, Privileges of Soldiers.*]

Q. What military penalty will be incurred by a commanding

officer who may be convicted before any of Her Majesty's superior courts of obstructing civil justice?

A. He will be deemed thereupon to be cashiered. [*M. Act, Penalties.*]

Q. What military penalty is incurred by an officer on conviction, before the civil power, of an offence against the laws relating to billets?

A. He is deemed to be thereupon cashiered, and ineligible for further military employment. [*Idem.*]

(11.) *The Law of Evidence.*

Q. Should a court-martial be governed by the same rules of evidence as any other court of justice?

A. Yes. [*Simmons on Courts-Martial.*]

Q. Name the general principles on which the rules of evidence are founded.

A. The best evidence must be produced; the burden of proof rests with the party maintaining the affirmative; the evidence must be confined to the points at issue, and must correspond with the allegations; but the substance only of the issue need be proved.

[*Idem.*]

Q. What is meant by *hearsay evidence*?

A. The statement by a witness of facts that do not lie within his own knowledge, but are derived from the information of other persons. [*]

Q. Is hearsay evidence admissible?

A. It is not, except in a very few cases of rare occurrence.

[*Simmons on Courts-Martial.*]

Q. In the case of *documentary evidence*, is it necessary that the original should be produced when practicable?

A. It is, except in the case of strictly public documents which cannot conveniently be produced, in which case certified extracts or certified copies are admissible. [*Idem.*]

Q. When a private document cannot be produced, what is requisite to make secondary evidence, such as a copy or verbal statement of its contents, admissible?

A. The non-production of the original must be accounted for, and, in the case of its loss or destruction, proof that it once existed, as well as of the loss or destruction, must be given; and it must be shown that due diligence has been shown in searching for it.

[*Pipon's Military Law.*]

Q. Should a private document be in the hands of the opposite party, what steps should be taken to secure its production?

A. Due notice to produce it must be given.

[*Simmons on Courts-Martial.*]

Q. May a witness refer to a document for the purpose of refreshing his memory during examination ?

A. He may, provided it be in his own handwriting, and provided it was written at the time, or immediately after the transaction or conversation therein recorded took place.

[*Simmons on Courts-Martial.*

Q. What description of evidence may be admitted in *proving or disproving handwriting* ?

A. The evidence of the writer, or of some person who saw the paper in question written ; or, if neither of these modes of proof be available, the evidence of a person acquainted with the handwriting. [*

Q. May evidence regarding the *confession of a prisoner* be admitted by a court ?

A. It may, if free from suspicion of malice or error, and provided the confession has been made voluntarily, and not under threat or compulsion.

[*Pipon's Military Law.*

Q. May anything said by a prisoner before a court of inquiry be brought in evidence against him by a member of such court on a subsequent trial ?

A. No.

[*Simmons on Courts-Martial.*

Q. May evidence which a prisoner has given as a witness on a former occasion be used against him on his trial ?

A. It may, if he gave the evidence voluntarily, and failed to claim the protection of the court on being asked questions tending to criminate himself.

[*Pipon's Military Law.*

Q. What is meant by *presumptive evidence* ?

A. Evidence which, in the absence of positive proof of a fact, proves the existence of the circumstances which must necessarily attend, or which usually do attend, it, thereby establishing an inference that it has taken place. [*

Q. Whether should it be presumed that a prisoner is innocent or guilty at the commencement of his trial ?

A. It should be presumed that he is innocent until the contrary is established. [*

Q. Is it a maxim of the law that the consequences of an act should be held to have been intended by the person who committed it ?

A. It is, if the consequences were such as might naturally and probably have been expected.

[*Pipon's Military Law.*

Q. If the evidence before a court-martial fail to prove the whole of a charge, but establish so much of it as constitutes an offence against military law, may the court proceed to judgment in respect of such offence ?

A. It may.

[*Idem.*

(12.) *Witnesses.*

Q. By whom should witnesses be summoned?

A. In the case of a general court-martial, by the judge-advocate general, or his deputy, or the person officiating as judge-advocate; in other cases, by the president of the court. [*M. Act, Courts-Martial.*]

Q. What *privilege* is accorded by law to persons summoned and attending as witnesses?

A. They are privileged from arrest during such attendance, and in going to and returning from the same. [*Idem.*]

Q. What course is to be pursued in the case of persons who, being summoned, *fail to attend* on courts-martial, or who, attending, refuse to be sworn, or who, being sworn, refuse to give evidence?

A. They are to be proceeded against before the civil law courts, or a court-martial, as the case may require. [*Idem.*]

Q. May a witness before a court-martial make a *solemn affirmation* in place of taking the usual oath?

A. In such cases only as are authorized by law. [*Idem.*]

Q. When a witness is asked a question which, if replied to, would tend to *criminate himself*, or expose him to a penalty of any kind, what course is it proper for him to pursue?

A. He should claim the protection of the court, by whose decision he must be guided. [***]

Q. Upon what grounds is the *competency of a witness* liable to question?

A. Defective intelligence, as in the case of lunatics, idiots, and children; absence of belief in a Supreme Being and a future state of rewards and punishments; and the relationship of husband and wife. [***]

Q. Is the prosecutor a competent witness?

A. Yes. [***]

SECTION II.*

EVOLUTIONS OF A BATTALION OF INFANTRY.

(1.) *Battalions to Move as Parts of a Brigade, Words of Command, Mounted Officers, Giving Points.*

Q. In what manner should the evolutions of a battalion always be performed?

A. With a view to the more extended movements of a brigade.

[*F. Ex., Pt. IV., General Principles.*]

Q. How should the commander of a battalion give his commands?

A. Loud enough to be heard by the leaders of other corps.

[*Idem.*]

Q. What are the general duties of mounted officers?

A. To take up ground, dress points and pivots, correct mistakes, circulate orders, and to assist the commanding officer.

[*Idem.*]

Q. What information regarding strength should the mounted officers possess?

A. The number of files in the battalion and in its companies.

[*Idem.*]

Q. In taking up distances, what will be found the best guide?

A. The eye.

[*Idem.*]

Q. When mounted officers give points, how should they place their horses?

A. At right angles with the alignment, facing towards it. In deploying into or forming line, the horses' heads will be dressed at arm's-length from the alignment.

[*Idem.*]

Q. When non-commissioned officers mark points, how should their bodies be dressed?

A. In line with the horses' heads of the mounted officers.

[*Idem.*]

(2.) *Alignment and Points of Formation, Degrees of March, &c.*

Q. What is meant by "point of appui" and "distant point?"

A. The extremity of the alignment upon which a formation is made, and from which intermediate points are dressed, is the

* Corresponding with Paragraph 10 of *Horse Guards Examination Order.*

“point of appui.” The other extremity upon which the line or intermediate points are dressed is called the “distant point.”

[*F. Ex., Pt. IV., General Principles.*]

Q. When battalions, or companies of a battalion, come up successively into line, what is to be considered as the point of appui for each?

A. The outward flank of the last formed and halted body. [*Idem.*]

Q. To what point should soldiers of a battalion look for their dressing?

A. Towards the battalion point of appui. [*Idem.*]

Q. From what point should the dressing and covering of pivots and points be corrected?

A. From the point of appui. [*Idem.*]

Q. What general rule is laid down as to the field officer by whom the points should be dressed?

A. The major nearest the point of formation will dress the coverers or pivots. The senior major will dress them when the formation is on the centre of the battalion. [*Idem.*]

Q. What is the usual pace to be applied to all general movements of battalions?

A. The quick march. The slow step is only applicable to purposes of parade, and the double march cannot be applied to battalion movements for a longer distance than is required in a charge, or to seize a position. [*Idem.*]

Q. May the double march be used in the movements of companies during the internal formations of a battalion?

A. Occasionally it may. [*Idem.*]

Q. Should field movements and firings be performed with fixed bayonets?

A. They should, except by rifle corps and by troops acting as light infantry. [*Idem.*]

Q. When the captain moves from the front rank, by whom should his place be taken?

A. By the covering serjeant, or, in his absence, by the rear rank man of the pivot file. [*Idem.*]

(3.) *Formation in Open Column Right in Front.*

Q. How should a battalion assemble on parade?

A. In open column right in front. [*F. Ex., Pt. IV., S. 1.*]

Q. Describe how a battalion forms on parade in open column.

A. The companies having been told off and proved, the covering serjeants, under the direction of the adjutant, will mark the spots on which the pivots of their companies are to rest in column, each taking sufficient distance from the serjeant in front to allow of his

company being wheeled into line. On the *Advance* being sounded, the companies will be marched upon their coverers, arms will be ordered, and the men directed to stand at ease. [*F. Ex., Pt. IV., S. 1.*]

Q. What is the usual post of the commanding officer in open column?

A. On the pivot flank of the leading company. [*Idem.*]

Q. What are the posts of the majors and adjutants in open column?

A. The senior major two paces from the reverse flank of the centre of the right wing; the junior major two paces from the reverse flank of the centre of the left wing; the adjutant two paces from the reverse flank of the right centre company. [*Idem.*]

Q. When an open column advances, who superintends the direction?

A. The major of the leading wing from the pivot flank of the second company. [*Idem.*]

Q. When a battalion in open column is formed singly on parade, where should the band, drums, and pioneers be placed?

A. The band and drums, in several ranks, twelve paces in front of the leading company; the pioneers, formed two deep, six paces in front of the band. [*Idem.*]

Q. When a battalion is formed in open column with others, where should the band, drums, and pioneers be placed?

A. The band and drums two paces from the reverse flank of the centre of the battalion; the pioneers two paces from the reverse flank of the leading company. [*Idem.*]

Q. When the battalion is manœuvring, where should the band, drummers, buglers, and pioneers be placed?

A. The band will remain on the reverse flank, the others will join their companies. [*Idem.*]

Q. How should a battalion be told off for exercise?

A. Into wings, and the companies numbered from front to rear, odd numbers being right companies, even numbers left. [*Idem.*]

Q. On the words, "TELL OFF THE BATTALION," what takes place?

A. The captains will take one pace to the front, face inwards, and number thus,—*Number One, Right company; Number Two, Left Company*, and so on to the rear of the column. [*Idem.*]

Q. What takes place after the captains have numbered their companies?

A. The commanding officer will name the companies which are to form the wings, thus,—Nos. 1, 2, 3, 4, 5—*RIGHT WING*; Nos. 6, 7, 8, 9, 10—*LEFT WING*. [*Idem.*]

Q. After the telling off of the battalion is completed, on what command should the captains resume their places?

A. On the command, "EYES—FRONT." [*Idem.*]

(4.) *Wheeling into Line from Open Column.*

Q. On the words, "LEFT (or RIGHT) WHEEL INTO—LINE," how should the covering serjeants act?

A. The covering serjeant of the leading company will run out and place himself in line with the pivot man, and mark the spot where the right (or left) of his company is to rest when the wheel is completed. The covering serjeants of the other companies, if the column is right in front, will place themselves on the right of their companies; but if left in front, they will remain steady.

[F. Ex., Pt. IV., S. 2.]

Q. When an open column is to wheel into line, by whom and from what point should pivots be dressed, and what word is to be given when their dressing is completed?

A. A field officer will dress the pivots from the rear of the column, and give the word "*Steady*."

[Idem.]

Q. During the wheel of an open column into line, how should the covering serjeants act?

A. The covering serjeant of the leading company will remain steady. The covering serjeants of the other companies, if right is in front, will wheel with their companies; but if left is in front, they will move up to the right of their companies, and preserve the places of the captains.

[Idem.]

Q. Should the pivot men of companies which have wheeled into line drop their right arms when their own companies receive the words, "*Eyes—front*?"

A. No; each pivot man must keep up his arm until the company that has wheeled up to him receives the words, "*Eyes—front*."

[Idem.]

(5.) *Line Formations, Base Points, Coverers, Closing.*

Q. May the formation of lines be either straight or curved?

A. Those for defence may be curved, but those for attack must be straight.

[F. Ex., Pt. IV., General Principles of Lines.]

Q. When soldiers in line pass over inequalities of ground, what should they be taught to do?

A. To step a little longer.

[Idem.]

Q. When a battalion is to retire, should it be at once faced about?

A. Not until everything is ready for its instant march.

[Idem.]

Q. How are base points and coverers to be placed in deployments and formations of line on either flank company?

A. A serjeant in front of each flank file of that company as a base, facing the point of appui. A covering serjeant will also run

out from each company as it arrives within twenty paces of its point of formation, and will mark the distance required for his company, covering in the line established by the base points.

[*F. Ex., Pt. IV., General Principles of Lines.*

Q. When should the base points and coverers resume their places in line in formations and deployments?

A. The base points when the major gives the word "*Steady.*" Each coverer will remain until the second company from him receives the words, "*Eyes—front,*" when he will fall in. [*Idem.*

Q. When line is formed on the two centre companies or subdivisions, or on a single centre company, state how central base points are given.

A. If on the centre companies or subdivisions, the centre serjeant will step out, face to his right, and give a centre base point, the serjeant in rear of him stepping up to occupy his place; and the covering serjeants of the two centre companies will mark the outward flanks of their companies, facing inwards. When a single company gives a central base, a serjeant will mark each of its flanks, facing inwards. The covering serjeants of the remaining companies will take up their covering in succession on the central base. [*Idem.*

Q. What is of the greatest importance with regard to base points and coverers during deployments and formations?

A. That they should be kept clear; companies must be halted in rear of them, and then dressed up into line. [*Idem.*

Q. How should closing to correct distance be executed?

A. To or from the centre of the battalion. [*Idem.*

(6.) *The Battalion in Line.*

Q. When the battalion is in line, should there be an interval between companies?

A. No. [*F. Ex., Pt. IV., S. 3.*

Q. By whom should the officer on the left of the line be covered?

A. By a supernumerary serjeant. [*Idem.*

Q. May a battalion be told off in line?

A. It may. [*Idem.*

Q. What is the proper position of the commanding officer in line?

A. When the battalion is alone he may occasionally be in front; but when in brigade, advancing in line or firing, his post is twenty paces from the supernumerary rank, in rear of the colours. [*Idem.*

Q. Describe the positions of the field officers and adjutant when in line.

A. The first major six paces in rear of the centre of the right.

wing; the second major six paces in rear of the centre of the left wing; the adjutant six paces in rear of the colours.

[*F. Ex., Pt. IV., S. 3.*

Q. Where should the pioneers, drummers, fifers, and buglers be placed when in line?

A. The pioneers in rear of the centre of the right company, formed two deep, and nine paces from the supernumerary rank. The drummers, fifers, and buglers in two divisions, nine paces behind the supernumerary rank of the second companies from the right and left.

[*Idem.*

Q. Where should the band, staff-officers, and staff-serjeants be placed when in line?

A. The band nine paces from the supernumerary rank, in rear of the centre, formed two deep at loose files; the staff officers three paces behind the band; the staff-serjeants in rear of the centre, in line with the supernumerary rank.

[*Idem.*

(7.) *A Battalion in Line Taking Open Order, and Resuming Close Order.*

Q. On the command, "REAR RANK, TAKE OPEN—ORDER," what men step back, and by whom is their covering corrected?

A. The right-hand men of the rear rank of each company and the left-hand man of the rear rank of the line; their covering is corrected from the right by the serjeant-major.

[*F. Ex., Pt. IV., S. 4.*

Q. When a line is directed to take open order, where should the field officers and adjutant place themselves on the caution?

A. The senior major on the right, and the second major and adjutant on the left, of the front rank.

[*Idem.*

Q. When a line takes open order, by whom should the rear and supernumerary ranks be dressed?

A. The rear ranks by the supernumerary serjeants on the right of companies; the whole of the supernumerary rank by the serjeant-major.

[*Idem.*

Q. Where should the serjeant-major of a battalion at open order in line place himself after dressing the supernumerary rank?

A. On the right of the staff serjeants.

[*Idem.*

Q. When the colours move to the front in taking open order in line, by whom should their places in the front rank be taken?

A. By the serjeants in their rear.

[*Idem.*

Q. When a line takes open order, where should the field officers, adjutant, and staff officers place themselves on the word "MARCH?"

A. The colonel ten and the lieutenant-colonel six paces in front of the colours. The senior major will move up on the right of the

line of officers, and dress them; the junior major on the left of the line of officers, the adjutant on the left of the front rank, and the staff officers on the right of the front rank at one pace distance.

[*F. Ex., Pt. IV., S. 4.*]

Q. Where should the band, drummers, and pioneers be placed when the line takes open order?

A. As posted at close order; but when the battalion is reviewed singly, the divisions of drummers will be formed two deep on each flank of the line; the pioneers two deep on the right of the drummers who are on that flank, and the staff on the right of the whole.

[*Idem.*]

Q. When a line at open order is to resume close order, how should the mounted officers, staff, drummers, and pioneers face on the caution?

A. The mounted officers will turn their horses' heads to the right; the staff, and the drummers and pioneers, if on the flanks, will face inwards.

[*Idem.*]

(8.) *Advancing and Retiring in Line.*

Q. When a line is to advance, how is the direction determined, and in what manner is its correctness preserved during the movement?

A. On the caution, "THE LINE WILL ADVANCE," the centre serjeant will select points to march on, under the superintendence of a mounted officer, who will give the word "*Steady*" when the direction is determined. The serjeant who is between the colours will direct. The serjeant-major, under the direction of a mounted officer, will remain halted in rear of the centre until the line has advanced twenty or thirty paces, to ascertain if the direction is correct. He will then follow in rear.

[*F. Ex., Pt. IV., S. 5.*]

Q. When a line is to retire, how is the direction determined, and in what manner is its correctness preserved during the movement?

A. On the caution, "THE LINE WILL RETIRE," the colour party having faced about, the serjeant-major and a mounted officer will pass through the ranks, and place themselves behind it to superintend the direction, the latter giving the word "*Steady*" when it is determined. The battalion will then be faced about, and the serjeant in the centre of the rear rank will direct.

[*Idem.*]

Q. When a mounted officer has occasion to pass through the line, how should way be made for him?

A. The two left files of the right centre company take two paces to the rear and one pace outwards from each other, resuming their places when he has passed.

[*Idem.*]

(9.) *Dressing a Battalion in Line.*

Q. When the line is ordered to dress by the right or left, how do the coverers act on the words, "COVERERS, — PACES TO THE FRONT — QUICK MARCH?"

A. The covering serjeants, including the coverer on the left of the line, will take the places vacated by the officers on the caution, and on the word "MARCH," will move out straight to their front any given number of paces with shouldered arms. They will then face towards the named flank and cover, recovering arms as they face. When in line the field officer who has dressed them will give the word "*Steady*."

[*F. Ex., Pt. IV., S. 7.*]

Q. After the coverers have taken the paces to the front, and received the word "*Steady*," how is the dressing of the battalion effected?

A. The commanding officer will give, "QUICK—MARCH;" and when within two paces of the alignment, each captain will halt his company, and dress it from the named flank. He will then give, "*No. —, Eyes—front*," and fall in. When all have completed their dressing, the field officer will give a second word, "*Steady*," when the coverers will resume their places in line.

[*Idem.*]

(10.) *Advancing and Retiring by Wings.*

Q. If a battalion on the march be required to advance by wings, what must be done first?

A. The battalion must be halted. [*F. Ex., Pt. IV., S. 8.*]

Q. On the words, "THE BATTALION WILL FIRE AND ADVANCE BY WINGS," what takes place?

A. The junior major will give the words, "*Left wing, Fire a volley at — yards, Ready—Present*." The instant the left wing has fired, the senior major will give the words, "*Right wing, By the left, Quick—march*;" and when it has advanced thirty paces he will give the words, "*Right wing—Halt*." The left wing having loaded, will shoulder and advance; and as the junior major gives the words, "*Quick—march*," the senior will order the right wing to fire. In this manner they will move on alternately, each passing the other by thirty paces, the advanced wing being ordered to fire as the rear wing receives the command, "*Quick—march*." [*Idem.*]

Q. When the commanding officer gives the words, "THE BATTALION WILL FIRE AND RETIRE BY WINGS," what takes place?

A. The junior major will order the left wing to fire, and when loaded, to shoulder, face about, and retire. When it has marched fifteen paces he will order it to halt and front. As the left wing halts the senior major will order the right wing to fire, and when loaded to shoulder, face about, and retire until fifteen paces

beyond the left wing, when he will order it to halt and front; and thus the wings will proceed alternately, each passing the other by fifteen paces. [F. Ex., Pt. IV., S. 8.]

Q. If a battalion receives the command to fire and retire by wings while marching to the rear, what takes place?

A. The right wing will be ordered to halt and front; the left wing will continue to move on fifteen paces, and will then be halted, on which the right wing will be ordered to fire, and both will proceed in the usual manner. [Idem.]

Q. When the battalion advances or retires by wings, with which wing should the two centre serjeants move?

A. With the right. [Idem.]

Q. In advancing and retiring by wings, by whom should the wings be led?

A. The centre serjeant leads the right wing, the officer carrying the regimental colour the left. [Idem.]

(11.) *A Battalion in Line Passing Obstacles.*

Q. When a line advancing meets with small obstacles, how should files whose progress is interrupted by them act?

A. Break off in the same manner as files are broken off from a company in column. [F. Ex., Pt. IV., S. 9.]

Q. When files are broken off in line, what should be attended to with regard to the remainder?

A. The men who remain in line must move straight to their front. [Idem.]

Q. When files break off in line, how should they turn?

A. Towards their own companies. [Idem.]

Q. If a company or subdivision breaks off to pass obstacles in line, how should it move?

A. In fours. [Idem.]

Q. If a line halts while broken by obstacles, how should the files that are broken off form?

A. In rear of the obstacles, parallel to the front. [Idem.]

Q. When a line is advancing, and obstacles occur which require all the companies to break into fours, what caution and command are given?

A. The caution, "FROM THE RIGHT (or LEFT) OF COMPANIES, PASS BY FOURS TO THE FRONT," followed by the words, "FORM FOURS—RIGHT, LEFT—WHEEL (or FORM FOURS—LEFT, RIGHT—WHEEL)." [Idem.]

Q. When all the companies of a line advancing break into fours, what company directs?

A. Any company may be named to direct, thus: "No. 4—

COMPANY OF DIRECTION." When no company is named, that will direct which would be at the head of the column if "FRONT—TURN" were given. [F. Ex., Pt. IV., S. 9.]

Q. When companies in line have broken into fours, how may they re-form in line?

A. By the words, "FRONT, FORM—COMPANIES," or "IN DOUBLE TIME, FRONT, FORM—COMPANIES;" if necessary they may halt and front into column, and then wheel into line. [Idem.]

Q. When companies arrive consecutively at the edge of a wood, what precaution should be observed before emerging from it?

A. The first company should halt and wait for the rest; they will then move out together. [Idem.]

Q. When the companies retiring in line are to break into fours, what command is given?

A. "FROM THE PROPER RIGHT (OR LEFT) OF COMPANIES PASS BY FOURS TO THE REAR. FORM FOURS—LEFT, RIGHT—WHEEL; or, FORM FOURS—RIGHT, LEFT—WHEEL." [Idem.]

Q. When a line retiring has broken into fours, how may it re-form line and continue retiring?

A. By the words, "REAR, FORM—COMPANIES, FORWARD." [Idem.]

Q. When a line retiring has broken into fours, how may it re-form to the original front?

A. By the command, "RIGHT (OR LEFT) ABOUT, FORM—COMPANIES." [Idem.]

Q. When a line retiring has broken into fours, and is to re-form to the original front, how is it done?

A. The coverers and the supernumerary serjeant of the front company of the column are called out, and dressed in line before their companies reach them; each company forms round the coverer of the company that is in front of it in column; the company at the proper head of the column forms round its supernumerary serjeant. [Idem.]

(12.) *Battalions in Line Relieving each Other.*

Q. Describe how a line halted may be relieved by another from the rear.

A. When the relieving line arrives within a company's distance, the line to be relieved will receive, "FROM THE RIGHT OF COMPANIES PASS BY FOURS TO THE REAR," &c., and pass through the second line, which will throw back files to give passage wherever the companies present themselves. [F. Ex., Pt. IV., S. 10.]

Q. How may a line retiring be relieved by another in its rear?

A. On arriving at twelve paces from the new line it will break into fours and pass through it. [Idem.]

Q. When a line relieves another, what is the rule as to the battalion which is to break into fours?

A. The relieving line should be kept unbroken.

[*F. Ex., Pt. IV., S. 10.*]

(13.) *Use, Formation, Depth, and Application of Columns.*

Q. Describe the use and advantages of columns.

A. They are formed for convenience of movement. In case of attack they can readily be formed into line or into square.

[*Column Movements; General Principles.*]

Q. Of what must every column consist?

A. Of a succession of companies, subdivisions, or sections, each arranged in the same manner.

[*Idem.*]

Q. What is meant by *single columns* and *double columns*?

A. Single columns are formed of a succession of single companies, or parts of companies; double columns, of two separate successions or rows of companies, or parts of companies, one on the flank of the other.

[*Idem.*]

Q. At what distances should the companies of an *open column* be placed from each other?

A. At a distance equal to their own breadth, measuring from the heels of the front ranks.

[*F. Ex., Column Movements; General Principles.*]

Q. What ground does a battalion in open column occupy compared to that which it occupies in line?

A. The same, less the front of the leading company.

[*Idem.*]

Q. What ground does a *quarter distance column* occupy compared to an open column?

A. One-fourth.

[*Idem.*]

Q. At what distance should the companies of a *close column* be placed from each other?

A. At two paces, measuring from the heels of the rear rank men of one, to the heels of the front rank men of the next.

[*Idem.*]

Q. Are single columns equally applicable with double columns to purposes of attack?

A. They are.

[*Idem.*]

Q. State the comparative advantages of single columns and double columns as applied to purposes of attack.

A. The single column is simpler, and it can be reduced to the smallest front without confusion. Double column can be re-formed into line in half the time that a single column can, but it is not so susceptible of reduction of front, being liable, if diminished to less than double sections, to confusion in narrow passes.

[*Idem.*]

Q. Describe the advantages of the quarter distance column.

A. It combines the convenience of moving in a small space with capability of forming in any manner to resist attack. It is less liable to loss of distance than the open column, and is applicable to most changes of position except the immediate formation of line to a flank. [F. Ex., *Column Movements*; *General Principles*.

Q. In what cases may the close column be applied?

A. When it is necessary to form troops in a small space. [Idem.

(14.) *Formation of a Battalion in Close or Quarter Distance Column.*

Q. Describe the formation of a close or quarter distance column.

A. It is the same as that of an open column, distances only being different. The band will be formed in two ranks in the rear when the column is alone or in a line of columns, but in several ranks on the reverse flank when the column is in mass.

[F. Ex., Pt. IV., S. 12.

Q. By whom and from what point should the direction of a close or quarter distance column on the march be superintended?

A. By the major of the rear wing, from the rear of the line of captains. [Idem.

(15.) *Forming Close or Quarter Distance Column from any more open Column.*

Q. May a column be closed to the front, rear, or on any named company?

A. It may. If to the rear, or on a central company, the companies in front will be ordered to face about.

[F. Ex., Pt. IV., S. 12.

Q. When an open column is to close on the front or rear company, what base point should be thrown out?

A. If to the front, the coverer of the leading company will give a base point six paces in front of his captain, facing him and covering on the captains. If to the rear, the coverer of the rear company will place himself six paces in rear of his captain, covering in like manner. [Idem.

Q. When an open column is to close on a central company, should any base point be placed?

A. No; the captains will be a sufficient guide to each other.

[Idem.

Q. When an open column closes to less distance, by whom and from what point should the covering of the captains be superintended?

A. By a field officer, from the battalion point of appui. [Idem.

Q. Should captains dress their men in column?

A. No ; they look to their covering after giving "*Dress*," and the men dress themselves. [F. Ex., Pt. IV., S. 12.]

Q. When an open column closes on the front or rear company, on what word will the base point take post ?

A. On the word "*Steady*," from the field officer. [Idem.]

Q. In what manner may a column on the march close to the front ?

A. On the caution, the captain of the leading company will give "*No. 1, Halt—dress*." The column will then form as from the halt. [Idem.]

Q. In what manner may a column on the march close to the front without halting ?

A. The leading company will move on in quick time ; the remaining companies will be ordered by the commanding officer to close up in double time, resuming the quick step, by command of their captains, as they arrive at their distances. [Idem.]

(16.) *A Close or Quarter Distance Column Opening from the Front, Rear, or from any named Company.*

Q. On the caution to a close or quarter distance column, "**OPEN TO QUARTER (or WHEELING) DISTANCE FROM THE—FRONT,**" what takes place ?

A. The coverer of the leading company will place himself six paces in front of his captain, facing him, and covering on the captains, and the adjutant will mark where the rear of the column will rest. [F. Ex., Pt. IV., S. 13.]

Q. In opening out to quarter or wheeling distance from the front, what takes place on the words, "**REMAINING COMPANIES, RIGHT ABOUT—FACE, QUICK—MARCH ?**"

A. The leading company will stand fast, the companies facing to the rear will step off, the leader of the rear company marching upon the head of the adjutant's horse. The captain of the second company will count his paces, and having gained his distance, will give the words, "*Halt—front, dress*." The other captains will commence to count the paces as the previous company halts. [Idem.]

Q. In opening to quarter or wheeling distance from the rear, what takes place on the caution ?

A. The coverer of the rear company places himself six paces in rear of his captain, covering on the captains, and the adjutant marks the alignment at wheeling distance in front of the spot on which the pivot flank of the head of the column will rest. [Idem.]

Q. In opening to quarter or wheeling distance from the rear, what takes place on the words "**REMAINING COMPANIES, QUICK—MARCH ?**"

A. All but the rear company step off, the captain of the leading

company marching on the head of the adjutant's horse, each captain in succession halts the company in front of him when at its distance. He then faces about, corrects his covering, and gives the word "*Dress.*" [F. Ex., Pt. IV., S. 13.]

Q. When a column opens from a central company, who forms the point of appui for the battalion?

A. The captain of the named company. [Idem.]

Q. In opening to quarter or wheeling distance, by whom and from what point should the covering of the captains be superintended?

A. By a field officer, from the point of appui. [Idem.]

Q. In what manner may a close or quarter distance column advance in a more open column?

A. The command will be given, "ADVANCE BY SUCCESSIVE COMPANIES FROM THE FRONT AT QUARTER (OR WHEELING) DISTANCE. No. 1, QUICK—MARCH." When the leading company has gained its distance, the captain of the second company will give, "No. 2, *Quick—march,*" and so on in succession. [Idem.]

Q. In what manner may a close or quarter distance column on the march open from the front?

A. The command will be given, "ADVANCE BY SUCCESSIVE COMPANIES FROM THE FRONT AT QUARTER (OR WHEELING) DISTANCE. REAR COMPANIES—HALT." The movement will then be performed in the usual manner. [Idem.]

Q. May a close or quarter distance column on the march be opened out by halting the rear company?

A. It may. On the caution, "OPEN TO QUARTER (OR WHEELING) DISTANCE FROM THE REAR," the rear company will be halted by its captain, and the movement will proceed in the usual manner. [Idem.]

(17.) *Columns Increasing or Diminishing their Front, and Passing Obstacles.*

Q. When an open column on the march arrives at a defile, in what manner should its front be diminished?

A. By companies, in succession as they arrive at the narrow space; when clear they must again increase it. [F. Ex., Pt. IV., S. 14.]

Q. What is the rule as to the extent of front with which columns should move?

A. To move with as large a front as the ground will admit of. [Idem.]

Q. When the march of a column on an alignment is interrupted by impassable obstacles, to which flank should the column diverge?

A. When practicable, to the reverse flank. [Idem.]

Q. In what manner may a double column of companies reduce its front?

A. It may reduce its front to a double column of subdivisions or sections. [F. Ex., Pt. IV., S. 14.]

Q. May a line or double column advance by double files or fours from the centre?

A. They may; but the column should be re-formed as soon as the ground will admit. [Idem.]

Q. When the front of a column is to be reduced by forming subdivisions or sections, which subdivisions or sections of companies should, as a rule, be doubled in rear of the others?

A. Those on the pivot flank should be doubled in rear of those on the reverse flank. [Idem.]

Q. Of what diminution of front are quarter distance and close columns susceptible?

A. The quarter distance column may break off a file or two from the pivot flank, but the close column cannot diminish its front.

[Idem.]

(18.) *An Open Column Changing Direction and Marching on an Alignment, or Moving into an Alignment by the Flank March of Fours.*

Q. How may an open column marching change its direction?

A. By the successive wheel of its companies round the same point. [F. Ex., Pt. IV., S. 15.]

Q. When an open column changes its direction to the reverse flank, is it necessary that the supernumerary officers who lead during the change on that flank should cover and wheel on the same spot?

A. No; they retain the relative positions held by the reverse flanks when the column was marching by the pivot flank. [Idem.]

Q. If a column changing direction for the purpose of forming line be halted before all its companies have wheeled, how should the rear companies move into the alignment?

A. By the flank march of fours, their covering sergeants running out to mark the spots on which their pivots are to rest. [Idem.]

(19.) *A Column at Close or Quarter Distance Wheeling on a Fixed or Moveable Pivot.*

Q. When a close or quarter distance column (say right in front) is to wheel on a fixed pivot to its left, what takes place on the caution, "COLUMN, LEFT—WHEEL?"

A. The left-hand man of the front rank of the leading company faces to his left, and his rear rank man uncovers; the coverer marks (with shouldered arms) the spot where the outward flank of

the column will rest when the wheel is completed, and will raise his left arm; the remaining companies make a half face to the right, the lieutenants moving up to their places. [*F. Ex., Pt. IV., S. 16.*]

Q. When a close or quarter distance column wheels to a flank, how should the companies act during the wheel?

A. The front company wheels as usual, but the pace must be so regulated as to give the remaining companies time to circle round. The remaining companies will step off at the same moment, each man moving on the circumference of a circle, of which the pivot man is centre; the men nearest the pivot of each company keep up their left shoulders as much as possible at the commencement of the wheel, so as to gain sufficient ground to the flank, and to avoid diminishing the distance between companies. [*Idem.*]

Q. When a close or quarter distance column wheels to a flank, when should the words, "COLUMN—HALT," be given?

A. As the leading company is completing the wheel. [*Idem.*]

Q. May a column at close or quarter distance wheel to a flank on a moveable pivot in the same manner as on a fixed pivot?

A. It may; the rear companies making a half turn towards the outer flank, and the pivot man of the column moving with a very short pace round the wheeling point, keeping his shoulders square with his company. [*Idem.*]

Q. When a close or quarter distance column wheels to a flank on a moveable pivot, should the covering serjeant of the leading company move out?

A. No. [*Idem.*]

Q. Which flank directs during the wheel of a close or quarter distance column?

A. The outward flank. [*Idem.*]

Q. What should the outward files of companies attend to during the wheel of a close or quarter distance column?

A. To preserve their distances and relative positions and covering on the front company. [*Idem.*]

Q. During the wheel of a close or quarter distance column, how should the leader on the outer flank of the rear company move?

A. With a full pace of thirty inches. [*Idem.*]

Q. How should the majors and adjutant act during the wheel of a close or quarter distance column?

A. The major of the leading wing will place himself on the outward flank of the leading company, to regulate its pace and watch the leader on the outward flank of the rear company. The major of the rear wing will place himself in rear of the wheeling flank of the rear company to see that the outer files retain their relative positions. The adjutant will see that the companies close up to their leading files. [*Idem.*]

Q. May a double column, when closed to close or quarter distance, wheel like a single column?

A. Yes.

[F. Ex., Pt. IV., S. 16.]

Q. May a close or quarter distance column taking ground to a flank wheel to the right or left on the principles laid down for the wheel of a column advancing?

A. It may.

[F. Ex., Pt. IV., S. 17.]

(20.) *A Close or Quarter Distance Column Changing Front to the Rear by the Wheel of Subdivisions round the Centre.*

Q. How should the coverers of the front and rear companies of a close or quarter distance column halted act on the caution, "CHANGE FRONT TO THE REAR BY THE WHEEL OF SUBDIVISIONS ROUND THE—CENTRE?"

A. Mark the points for the subdivisions to wheel upon—one in front of the inner file of the reverse subdivision of the leading company, the other in rear of the inner file of the pivot subdivision of the rear company, both facing towards the column.

[F. Ex., Pt. IV., S. 18.]

Q. Should the covering serjeants of the front and rear companies of a close or quarter distance column on the march, on receiving the caution to change front to the rear by the wheel of subdivisions round the centre, mark the points for the subdivisions to wheel upon?

A. No; they will wait for the words, "RIGHT (or LEFT) ABOUT—TURN," on which they will move out and mark the points. [*Idem.*]

Q. To which flanks should men preserve the touch during the wheel of subdivisions round the centre?

A. Towards the inward flanks of subdivisions.

[*Idem.*]

Q. What commands should be given when the wheel by subdivisions round the centre is completed?

A. "HALT, FRONT—DRESS; or, if to advance, "FRONT—TURN."

[*Idem.*]

Q. How soon should "FRONT—TURN" be given to a column which has wheeled by subdivisions round the centre if to advance?

A. Four paces before the subdivisions arrive in line.

[*Idem.*]

Q. May a double column change front to the rear by the wheel of subdivisions round the centre?

A. It may.

[*Idem.*]

(21.) *Columns Countermarching by Files and by Ranks.*

Q. How should the countermarch of open, quarter distance, and close columns be effected?

A. Open and quarter distance columns by files, close columns by ranks. [F. Ex., Pt. IV., S. 19.]

(22.) *Changing the Order of a Column by the March of the Rear Companies to the Front.*

Q. Describe what takes place on the caution, "BY SUCCESSIVE COMPANIES, REAR WING TO THE FRONT," to an open column right in front.

A. The captain of the rear company will take a pace to his front, face about, and give, "No. —, *Form fours—left, Quick—march,*" remaining steady. The coverer will step short to gain his place. When the company is clear of the column, the captain will give, "*Front—turn, by the right,*" fall in on that flank, and lead his company to the front, passing close by the pivots of the others. The captains of the other companies will proceed in like manner on the flank of the rear company in motion approaching them, the companies following each other successively from the rear at wheeling distance. [F. Ex., Pt. IV., S. 20.]

Q. In what manner may the rear wing of a column, say right in front, be brought to the front where the space does not admit of the flank movement by successive companies?

A. The caution, "BY FOURS FROM THE LEFT, REAR WING TO THE FRONT," will be given, on which the rear company will receive from its captain, "No. —, *Form fours—left, Right—wheel.*" At the same time the commanding officer will give the command to the remaining companies, "FOURTH SECTIONS, RIGHT—WHEEL," and then "QUICK—MARCH," on which those sections will wheel a quarter circle to their right, and halt by command of their captains; the rear company will step off on the same word in fours, wheel to the right, and move straight to the front along the rear ranks of the fourth sections. The captain of the next company will give, "*Form fours—left, Quick—march,*" to his men in time to follow the left company without loss of distance. The remaining companies will follow in like manner. As each company clears the front of the column it will receive the command, "No. —, *Front, Form—company, Forward,*" and move straight to the front in column, the captains falling in on the right. [Idem.]

(23.) *Columns Taking Ground to a Flank.*

Q. In what manner may columns take ground to a flank?

A. By the echelon march of sections, or by the flank march in fours. [F. Ex., Pt. IV., S. 22, 23.]

Q. When a column takes ground to a flank in fours, what company directs?

A. Any company may be named for the purpose; but if not, the leading company of the column directs. [*F. Ex., Pt. IV., S. 23.*]

Q. Describe how a column taking ground to a flank in fours may close to less distance from any named company, or open out to greater distance.

A. On receiving the command, "CLOSE (or CLOSE TO QUARTER DISTANCE) ON No. — COMPANY," the named company moves on with a short pace, the remaining companies wheel their leading fours the eighth of a circle towards it, the rest following. Each company in succession, as it gains the required distance, changes direction parallel to that of the named company, and moves with a short pace. When the movement is completed the commanding officer will give the words, "COLUMN—FORWARD." Companies may open to greater distance in the same manner.

[*F. Ex., Pt. IV., S. 24.*]

Q. Describe how a column taking ground to a flank in fours closes or opens out by the diagonal march.

A. The commands will be given, "BY THE DIAGONAL MARCH, CLOSE (or OPEN), &c. REMAINING COMPANIES, INWARDS (or OUTWARDS HALF—TURN." Each company as it gains its distance will receive from its captain, "No. —, Right (or left) half—turn." [*Idem.*]

Q. To what movements is the flank march of fours applicable, and what are its peculiar advantages?

A. It will be found useful in the advance of large bodies of troops, and in passing obstacles. Troops in this formation are flexible in the greatest degree; and as the companies move independently, they will not be liable to disorder, and the battalion will at all times be ready to form line or square.

[*F. Ex., Pt. IV., S. 25.*]

(24.) *A Line Wheeling into Open Column.*

Q. How should the coverers of all except the right company act on the caution, "OPEN COLUMN RIGHT IN—FRONT," being given to a line?

A. Stand fast.

[*F. Ex., Pt. IV., S. 26.*]

Q. When a line receives the caution to wheel back into open column right in front, where should the senior major place himself?

A. On the right of the line.

[*Idem.*]

Q. When a line is faced about for the purpose of wheeling back into open columns, what individuals should stand fast on the words, "RIGHT ABOUT—FACE?"

A. All the pivot men, and the coverer of the leading company.

[*Idem.*]

Q. When a line has faced about to wheel back into open column, how should the band, drummers, pioneers, and mounted officers act on the words, "RIGHT WHEEL, QUICK—MARCH?"

A. All will move to their places in column. [*F. Ex., Pt. IV., S. 26.*]

Q. When a line wheels back into open column, by whom should the covering of the captains be corrected?

A. If right in front, by the senior major; if left in front, by the junior major. [*Idem.*]

Q. May a line wheel back into open column of subdivisions or sections in the same manner as companies wheel, by facing about?

A. It may; but if the subdivisions or sections do not exceed twelve files they may be wheeled back without facing about. [*Idem.*]

Q. If a line advancing or retiring be required to wheel by companies, subdivisions, or sections, into column on moveable pivots, what word of command is given, and how should the mounted officers, band, drummers, and pioneers act during the wheel?

A. The command, "BY COMPANIES (SUBDIVISIONS OR SECTIONS), RIGHT (OR LEFT)—WHEEL, FORWARD," will be given. The mounted officers, band, drummers, will move to their places in column by the shortest line. [*F. Ex., Pt. IV., S. 27.*]

Q. When a battalion is to wheel into column on moveable pivots from the halt, what caution should be given?

A. "ON THE MOVE BY COMPANIES, RIGHT—WHEEL." [*Idem.*]

(25.) *A Battalion Moving in Open Column from either Flank along the Rear.*

Q. On the caution, "THE BATTALION WILL MOVE IN COLUMN OF COMPANIES FROM THE RIGHT ALONG THE REAR," to a battalion in line, how should the captains and covering serjeants act?

A. The captains change their flanks, remaining in rear of the line; the coverers change with the captains, and move up on the left of the front rank of their companies.

[*F. Ex., Pt. IV., S. 28.*]

Q. When a line receives the caution to move in a column of companies along the rear, how is the movement executed by the companies?

A. The right company will form fours to the left by command of the captain as he is changing his flank, the leading four disengaging to the rear. On the words, "*Left—wheel, Quick—march,*" the company will wheel to the left, the captain leading it perpendicularly to the rear. When clear of the supernumerary rank he will halt and allow the company to pass him. When the rear four

reaches him he will give the words, "*Front—turn*," and take post. Each company will move in succession in like manner the moment the company on its right passes it. [*F. Ex., Pt. IV., S. 28.*]

Q. May a line move in a column of subdivisions or sections along the rear in the same manner as in column of companies?

A. Yes.

[*Idem.*]

(26.) *A Line Advancing from a Flank, or from the Centre.*

Q. Give the commands for advancing from the flank of a line in open column, and describe how the companies (subdivisions or sections) act.

A. If by companies, "RIGHT (or LEFT) COMPANY TO THE FRONT, REMAINING COMPANIES ON THE MOVE, RIGHT (or LEFT) WHEEL, QUICK—MARCH," being given, the named company will move to the front at a short pace, receiving the word "*Forward*," from its captain, in time to prevent loss of distance by the next company. The other companies will wheel towards the named company, the commanding officer giving the word "FORWARD" when they are square in column; this word will be immediately followed by the word, "*Left (or right)—wheel*," from the captain of the second company, which will follow the first in column, the remaining companies wheeling successively as they arrive on the ground where the second company wheeled. [*F. Ex., Pt. IV., S. 29.*]

Q. How may the movement be executed otherwise?

A. By moving the companies to the flank in fours or files, each receiving from its leader "*Front—turn*" when in column, but a loss of distance will occur. [*Idem.*]

Q. By what command may a battalion marching in line advance by companies, subdivisions, or sections, from a flank?

A. By the words, "RIGHT (or LEFT) COMPANY (SUBDIVISION or SECTION) TO THE FRONT, REMAINING COMPANIES (SUBDIVISIONS or SECTIONS), RIGHT (or LEFT)—WHEEL." [*Idem.*]

Q. May a battalion advance from the centre in double column of companies, subdivisions, or sections?

A. It may; the movement is executed in the same manner in all these cases. [*F. Ex., Pt. IV., S. 30.*]

Q. When the command, "TWO CENTRE SUBDIVISIONS TO THE FRONT, REMAINING SUBDIVISIONS ON THE MOVE, INWARDS—WHEEL," is given, how do the coverers of the flank companies act?

A. They mark the points facing towards the line for the subdivisions to wheel on, the coverer of No. 1 making allowance for the distance the right centre subdivision will have to incline to the left, to join the left centre subdivision after the colour party has fallen back. [*Idem.*]

Q. In advancing in double column of subdivisions from the centre, how do the subdivisions act on the words, "QUICK—MARCH?"

A. The whole step off, the centre subdivisions at a short pace, the right closing on the left as it advances; the remaining subdivisions wheel inwards. When square in column the commanding officer gives "FORWARD," on which each wing moves as a battalion advancing from a flank, the corresponding subdivisions meeting and following the centre subdivisions in double column. The commander of the left centre company gives "*Forward*" to both centre subdivisions, when the two next commence the second wheel.

[*F. Ex., Pt. IV., S. 30.*]

Q. May companies, subdivisions, or sections be moved into double column in any other way?

A. When necessary they may, in fours or files. [*Idem.*]

Q. When a line advances in double column of subdivisions from the centre, by which flank should the column march, and by whom should the direction be superintended?

A. The column will move by the left, unless ordered to the contrary, the junior major placing himself in rear of the pivot flank of the second subdivision from the front of the left wing, to superintend the direction. [*Idem.*]

Q. How should the senior major and adjutant act when a line advances in double column of subdivisions from the centre?

A. After having superintended the wheels of all the subdivisions, they will follow in rear of the column. [*Idem.*]

Q. Where should the band be placed in a double column?

A. In rear.

Q. By whom should all words of command that are intended to apply to two companies, subdivisions, or sections, moving together in double column, be given to both?

A. By the leader who belongs to the left wing. [*Idem.*]

(27.) *A Battalion Formed in Line Retiring over a Bridge, or through a Defile, or Retreating from a Flank, or from both Flanks in rear of the Centre.*

Q. Describe how the captains, coverers, and companies act when a battalion in line retires by companies from the left in rear of the right.

A. On the caution the captains will fall to the rear, the coverer of No. 1 will fall back and give a point in rear of the captain of No. 2, facing towards him, at a distance equal to the breadth of a company, and three paces for the remaining companies to wheel upon, the remaining coverers taking post in rear of the second file from the right of their companies. The captain of the left company will give the words, "*No. —, Right about face, Quick—march,*" and

on the third pace, "*Left—wheel.*" As soon as his company has completed the quarter circle he will give the word "*Forward,*" taking post, and proceed along the rear of the line till he reaches the left of the right company, when he will order his company to wheel to the right on the point placed for the purpose; and when his company is perpendicular to the direction in which it is to move, he will give the word "*Forward.*" Each company in succession, except the right company, will move in like manner, being faced about in sufficient time to step off when the company that has moved from its left is within three paces of its right flank. No. 1 company will be faced about as No. 2 is making its second wheel, and will follow that company at wheeling distance.

[*F. Ex., Pt. IV., S. 31.*]

Q. When a line retires by subdivisions or sections from one flank in rear of the other, by whom should the words of command, "*Right about—face, Quick—march,*" be given to each subdivision or section?

A. The captain will give the command to face about and step off to all of the subdivisions or sections of his company, after which the proper leaders will take command.

[*Idem.*]

Q. When a line receives the caution to retire by subdivisions from both flanks in rear of the centre, how do the coverers of the two centre companies act?

A. They fall back and give points, facing towards the line, for the remaining subdivisions to wheel on, at a distance equal to the breadth of a subdivision, and three paces in rear of the second files from the outward flanks of the two centre subdivisions.

[*Idem.*]

Q. The command, "*RETIRE BY SUBDIVISIONS FROM BOTH FLANKS IN REAR OF THE CENTRE,*" being given to a line, how is the movement executed by the subdivisions?

A. The two flank subdivisions receive the command, "*Right about—face, Quick—march,*" from their captains; after which they will be led by their respective lieutenants, who will give the words, "*Right*" and "*Left—wheel, Forward,*" and proceed as in the wheel from one flank in rear of the other. The remaining subdivisions will follow in like manner, the captains giving the words, "*Right about—face, Quick—march,*" to each of their subdivisions in succession, but leading that which steps off last. As the corresponding subdivisions of the two wings arrive at the points placed for the purpose, they will wheel to the rear by command of their respective leaders; they will meet in the centre and retire in double column on the word "*Forward,*" from the leader of the subdivision which belongs to the left wing. The two centre subdivisions will face about by command of the captain of the left centre company, as the outward subdivisions of the centre companies commence their second wheel.

[*Idem.*]

Q. Will distances unavoidably be lost in retiring from one flank in rear of the other, and in retiring from both flanks in rear of the centre?

A. Yes; they must be regained when the battalion is in column.
[F. Ex., Pt. IV., S. 31.]

Q. When, from want of space or other causes, the retreat of a line from one flank in rear of the other, or from both flanks in rear of the centre, cannot be effected by the wheel of companies or subdivisions, may these movements be performed in any other manner?

A. Yes; by facing the companies or subdivisions inwards, or forming fours inwards, and moving along the rear of the line until opposite the defile, when they will turn to the rear in succession, by command of their leaders. [Idem.]

(28.) *A Battalion in Line Forming Open, Close, or Quarter Distance Column.*

Q. On the caution to a line, "OPEN (CLOSE OR QUARTER DISTANCE) COLUMN IN REAR OF No. 1," how will the coverer of No. 1 and the senior major act?

A. The coverer of No. 1. will place himself six paces in front of his captain, facing him with recovered arms. The senior major will move to the head of the column to superintend the covering.

[F. Ex., Pt. IV., S. 32.]

Q. When a line is ordered to form column in rear of No. 1, should the coverer, in moving to give a point, proceed by the front or rear of the company?

A. By the front.

[Idem.]

Q. In forming column in rear of the right company of a line, how do the companies and the coverer of No. 2 act on the words, "REMAINING COMPANIES, FORM FOURS—RIGHT?"

A. Each company, except No. 1, will form fours to the right and disengage to the rear, and the coverer of No. 2 will mark the spot on which the left of his company is to rest, covering on the captain and coverer of No. 1. [Idem.]

Q. When the companies of a line march into column in rear of a flank company, how should the covering sergeants and captains act during the movement?

A. Each covering serjeant in succession will run on, when within twenty paces of the column, and take up the covering and distance for his company in rear of the pivot flank of the last-formed company. Each captain will halt as he reaches his coverer, his company moving on past the rear of that serjeant, in a line parallel to the leading company. As the pivot flank of each company

reaches the covering serjeant, the captain will give the words, "*Halt, Front—dress*," on which the coverer will fall back to his place in column, the captain taking post on the exact spot vacated by him. [F. Ex., Pt. IV., S. 32.]

Q. When a line has formed column on a flank company, on what word should the coverer of that company take post in the column?

A. On the word "*Steady*" from the field officer. [Idem.]

Q. On the caution to a line, "*OPEN (CLOSE OR QUARTER DISTANCE) COLUMN IN FRONT OF No. 1*," where should the supernumerary serjeant of No. 1 and the senior major place themselves?

A. The supernumerary serjeant six paces in rear of his captain, with recovered arms, and the senior major in rear of the supernumerary, ready to superintend the covering. [Idem.]

Q. When, in forming column from line in front of No. 1 company, the command, "*REMAINING COMPANIES, FORM FOURS—RIGHT*," is given, where should the coverer of No. 1 place himself?

A. He will take up his own company's distance in front of his captain, cover on him and the supernumerary serjeant in rear, and then face to the right about, marking the spot where the pivot flank of No. 2 is to rest. [Idem.]

Q. When the companies of a line march into column in front of No. 1, how should the covering serjeants and captains act during the movement?

A. Each covering serjeant in succession will run on when within twenty paces of the line of coverers, and will mark the spot on which the right flank of the company that is to form in front of his own is to rest, covering on the rear base and then facing about. Each captain will lead his company to the spot where its left is to rest in column, and then change direction and lead on the covering serjeant, who is marking the spot for his pivot flank. [Idem.]

Q. When the companies of a line march into column in front of No. 1, on what words of command should the serjeants who have taken up the covering of the different companies fall back to take post with their own companies?

A. As each company receives the command, "*Halt, Front—dress*," from its captain, the covering serjeant will move back to his place. [Idem.]

Q. In forming column from line on a named company, when should the mounted officers (with the exception of the field officer superintending the covering) and band move to their places in column?

A. During the formation. [Idem.]

Q. Does a battalion in line form column in front or rear of the left company in the same manner as in front or rear of the right company?

A. It does; the remaining companies form fours to the left, and the junior major superintends the covering. [*F. Ex., Pt. IV., S. 32.*]

Q. How does a line form column on a central company?

A. The companies form fours inwards, and move into column in front and rear of the named company, in the same manner as they form on the flank companies. [*Idem.*]

Q. When a line is ordered to form column on a central company, what must at the same time be specified?

A. The order of the column, whether right or left in front, thus, "OPEN (CLOSE OR QUARTER DISTANCE) COLUMN, RIGHT (OR LEFT) IN FRONT ON NO. —, FORM FOURS—INWARDS." [*Idem.*]

Q. When a line is ordered to form column, whether right or left in front, on a central company, how should the covering serjeant of that company act?

A. He will mark the spot on which the pivot flank of that company is to rest which is to form in front of his own. [*Idem.*]

Q. When a line forms column on a central company, from what point should the senior major superintend the covering?

A. From the front, if the column is to be at close or quarter distance; from the pivot flank of the company of formation, if it is to be at wheeling distance. [*Idem.*]

Q. In what manner may a line form column facing to the rear upon any named company?

A. The caution, "OPEN (CLOSE OR QUARTER DISTANCE) COLUMN ON NO. — COMPANY, RIGHT (OR LEFT) IN FRONT, FACING TO THE REAR," being given, the named company will be faced and counter-marched by files, so as to lead to its new pivot, by command of its captain; the remaining companies will form fours outwards, countermarching to the right or left, and forming column on the named company in the usual manner. [*Idem.*]

Q. In forming column facing to the rear on a named company from line, should the companies which move to the rear of the line countermarch round the front rank or round the rear rank?

A. Round the rear rank. [*Idem.*]

Q. May double columns of companies or subdivisions be formed from line on the two centre companies or subdivisions in the same manner as single columns are formed?

A. They may; the covering serjeant of the left centre company giving a base point in front of his captain. [*Idem.*]

Q. When a line forms double column of subdivisions on the two centre subdivisions, by whom should the covering and distances for the rear subdivisions of companies be taken up?

A. By the senior supernumerary serjeants of companies. [*Idem.*]

Q. At what distance should all double columns from line be formed?

A. Unless ordered to the contrary, at the wheeling distance of the companies or parts of companies of which the double column is composed.

[*F. Ex., Pt. IV., S. 32.*]

(29.) *Forming Line to the Front from Open Column on any named Company.*

Q. When a battalion halted in open column right in front receives the command, "FORM LINE ON THE LEADING COMPANY," what points are given, and by whom should they be dressed?

A. The coverer and senior supernumerary serjeant of the leading company will mark the base points, the former in front of the left flank, and the latter in front of the right flank of that company, both facing to the right, the senior major moving up to dress them. The adjutant will mark the distant point of the line.

[*F. Ex., Pt. IV., S. 33.*]

Q. The caution having been given to a battalion halted in open column right in front, to form line on the leading company, what should be done next?

A. The other companies will be wheeled back into echelon by the command, "REMAINING COMPANIES, FOUR PACES ON THE RIGHT, BACKWARDS—WHEEL, QUICK—MARCH."

[*Idem.*]

Q. In forming line on the leading company of an open column right in front halted, when should the captain of that company give the words, "No. 1, *Eyes right—dress,*" and where should he fall in after the dressing is completed?

A. When the remaining companies, in wheeling back into echelon, receive the command, "QUICK—MARCH," the captain of No. 1 will dress his men from the right, and having given the words, "*Eyes—front,*" will fall in on that flank.

[*Idem.*]

Q. When, in forming line on the leading company of an open column right in front halted, the remaining companies have wheeled back into echelon, by whom should they be halted and dressed?

A. By the captains, who will give the words, "*Eyes—front,*" when the dressing is completed.

[*Idem.*]

Q. When, in forming line on the leading company of an open column right in front halted, the remaining companies have been wheeled back and dressed in echelon, where should the covering serjeants of these companies be placed?

A. On the left of their companies.

[*Idem.*]

Q. When, in forming line on the leading company of an open column right in front, the companies in echelon receive the command, "FORM LINE, QUICK—MARCH," by which flank should they

move, and how should the coverers and captains act during the movement?

A. They should move by the right flank, the coverers, when they arrive within twenty paces of the alignment, running out and covering on the base, at the point on which the left of their companies are to rest. As each company in succession comes up to the rear rank of the last halted company, it will receive the words, "*Right—wheel*" and "*Halt—dress up*," from its captain, who will dress his men from the second file beyond the coverer on his right. He will give the words, "*Eyes—front*," when his company is dressed, and take post in line.

[*F. Ex., Pt. IV., S. 33.*]

Q. In forming line on the leading company of an open column right in front, how should the junior major and band act during the movement?

A. They will move across to their places in line. [*Idem.*]

Q. In forming line on the leading company of an open column, on what word of command should the base points take post?

A. On the word "*Steady*" from the senior major. [*Idem.*]

Q. May line be formed on the leading company of an open column left in front halted, in the same manner as from column right in front?

A. It may, the base points facing to the left, the covering serjeant on the right of the leading company, the supernumerary serjeant on the left, the remaining companies wheeling backwards on their left. The junior major will dress the coverers (who will mark the right of their companies) from the left, and the adjutant will mark the distant flank. [*Idem.*]

Q. Describe how line may be formed on the leading company of an open column, in a direction oblique to the front of the column, by wheeling back the leading company on its reverse flank.

A. The remaining companies will be wheeled back half the number of paces wheeled by the leading company, in addition to the four paces usually required to place them in echelon; thus, if the leading company wheels back two paces, the remaining companies will wheel back five; the formation will then proceed in the usual manner. [*Idem.*]

Q. How may line be formed on the rear company of an open column from the halt?

A. By facing the remaining companies to the right about, and wheeling them four paces on their right backwards, if right is in front, and on their left backwards, if left is in front. The movement will be performed in all respects as in forming line on the front company, except that each company will move rear rank in front, and after it has wheeled into the alignment it will receive

the word "*Forward*" from its captain, move to the rear till its front rank is in line with the halted company, and then be halted, fronted, and dressed up into line. [*F. Ex., Pt. IV., S. 33.*]

Q. In forming line on a central company of an open column halted, how should the companies in front and rear of the named company execute the movement?

A. Those in rear of it will form as in forming line on a front company; those in front will be faced about and form as on a rear company. [*Idem.*]

Q. In forming line from the halt on a central company of an open column, how should the points be placed, and how should the coverers of the remaining companies be dressed?

A. The base points will face inwards, the covering serjeant on the left, and the supernumerary serjeant on the right of the named company. The senior major will dress the coverers from the right of the company of formation. The serjeant-major will move up to the left of that company, and will dress the coverer of the next company on its right, and then move to the rear. The adjutant will mark the right, and the junior major the left of the line. [*Idem.*]

Q. Describe how the companies of an open column on the march form line on the leading company.

A. If marching to the front the commanding officer will give the caution, "FORM LINE ON THE LEADING COMPANY, REMAINING COMPANIES, LEFT (OR RIGHT)—WHEEL," on which the leading company will continue to move to the front, and the remaining companies will wheel on moveable pivots. When they have completed the eighth of a circle the commanding officer will give "FORWARD," on which they will move on in echelon, and the leading company will halt and dress by command of its captain, the base points running out at the same time; the movement will then be completed as from the halt. If marching to the rear the movement will be performed in the same manner, except that each company must front after halting. [*Idem.*]

Q. Should a column be practised in forming line on a named company in inverted order?

A. It should.

[*F. Ex., Pt. IV., S. 34.*]

(30.) *A Battalion in Open Column forming Line to the Reverse Flank.*

Q. In forming line to the reverse flank of a column when the captains change their flanks, by whom should the places they leave be taken, and by whom should the distant point be marked?

A. The covering serjeants take the captains' places, and the adjutant marks the distant point. [*F. Ex., Pt. IV., S. 35.*]

Q. Describe how the companies and coverers act on the caution being given to an open column on the march, "FORM LINE TO THE REVERSE FLANK."

A. The captain of the leading company as he changes his flank will at once give the words, "*Right (or left)—wheel, Double,*" on which his coverer and supernumerary serjeant will run out and mark the base, the former taking the flank farthest from the captain, and both facing towards him; the leading company will wheel on a moveable pivot, and when parallel to the alignment will receive the word "*Forward,*" advance three paces, and be halted and dressed on the base points by the captain. The other companies will form in succession in like manner on the outward flank of the last-formed company, their coverers running out when within twenty paces of their ground to mark the outward flank.

[*F. Ex., Pt. IV., S. 35.*]

Q. When an open column on the march forms line to the reverse flank, by whom should the dressing of the coverers be superintended?

A. If from column right in front, the senior major will dress the coverers from the right; if from column left in front, the junior major will dress them from the left.

[*Idem.*]

Q. When an open column on the march is to form line to the reverse flank at such an angle as will require the leading company to wheel less than the quarter circle, what change must take place in the direction of the remaining companies?

A. The captain of the second company must change his direction on the caution, and march on a line parallel to the new alignment, the following captains changing their directions as they arrive at the same spot.

[*Idem.*]

(31.) *A Battalion in Double Column Forming Line to the Front or to a Flank.*

Q. May double columns form line to the front from the halt without advancing the two front companies, subdivisions, or sections?

A. No; if the two centre companies, subdivisions, or sections cannot be advanced, the column should be closed to quarter distance and deployed.

[*F. Ex., Pt. IV., S. 36.*]

Q. When a double column on the march is ordered to form line to the front, how do the companies execute the movement?

A. If composed of subdivisions, the command, "FORM LINE ON THE TWO CENTRE SUBDIVISIONS, REMAINING SUBDIVISIONS, OUTWARDS—WHEEL," being given, the remaining subdivisions will wheel outwards, receiving the word "FORWARD" as they complete the eighth

of a circle, on which they will move in echelon, and the captain of the left centre company will halt the centre subdivisions and order them to open out, to make room for the colours and himself. The subdivisions will form line in succession. The lieutenants, as well as the captains, will give the words, "*Right (or left)—wheel, Halt—dress up,*" to their subdivisions, but the captains only will move out and dress the whole of their companies.

[*F. Ex., Pt. IV., S. 36.*]

Q. When a double column forms line on the centre subdivisions, what base points should be placed, and which flank of the companies should be marked by the coverers?

A. The centre serjeant will give a centre base point, facing to the right; the coverers of the centre companies will give base points where the outward flanks of their companies are to rest in line, facing inwards; and the other coverers will mark the outward flanks of their companies. [*Idem.*]

Q. In forming line from double column on the centre subdivisions, how should the mounted officers act?

A. The senior major will superintend the covering from the centre, the junior major will move out to the left of the line, and the adjutant to the right. [*Idem.*]

Q. Before ordering a double column on the march to form line to a flank, what direction should be given?

A. To march by that flank. [*F. Ex., Pt. IV., S. 37.*]

Q. Describe how the companies act when a double column of subdivisions on the march is ordered to form line to the right.

A. The words, "*FORM LINE TO THE RIGHT, RIGHT WING, RIGHT—WHEEL INTO LINE,*" being given, the subdivisions of the right wing will wheel into line, and be halted and dressed from the right of companies by their captains. The subdivisions of the left wing will form successively to their reverse flank, the captains dressing the companies. [*Idem.*]

Q. When a double column on the march forms line to its right, how should the base points and covering be taken up?

A. As the right wing wheels into line the supernumerary serjeant of the right company will mark the right of the line, all the coverers marking the left of their companies, facing to the right, whence the senior major will dress them. The adjutant will mark the distant point. [*Idem.*]

Q. When a double column halted is ordered to wheel into line to a flank, what points are to be given?

A. The centre serjeant will give a point in the centre of the battalion, facing towards the point of appui; the coverers of the outward wing will mark the outward flanks of their companies, the major dressing them from the point of appui. [*Idem.*]

(32.) *A Battalion in Close or Quarter Distance Column Deploying into Line on the Leading Company.*

Q. On what base and by what description of march should all deployments be made?

A. On a front base, and by the flank march of fours.

[*F. Ex., Pt. IV., S. 38.*]

Q. When the caution, "DEPLOY ON THE LEADING COMPANY," is given to a column right in front, what points should be thrown out, and where should the senior major place himself?

A. The covering and supernumerary serjeants of the leading company will give base points, the former in front of its left, the latter in front of its right flank. The senior major will place himself on the right of the base points, to dress the coverers. The adjutant will mark the distant point. [*Idem.*]

Q. In deploying on the leading company of a column right in front, on what words should the covering serjeant of No. 2 run out to mark where the left of his company will rest in line?

A. On the words, "REMAINING COMPANIES, FORM FOURS—LEFT." [*Idem.*]

Q. In deploying on the leading company of a column, when should the captain of that company dress his men?

A. When the remaining companies in fours receive the command, "QUICK—MARCH." [*Idem.*]

Q. In deploying on the leading company of a column right in front, when the remaining companies in fours receive the command, "QUICK—MARCH," how should their captains act during the movement?

A. The captain of No. 2 will stand fast, allowing his company to pass him. As it clears the left of No. 1 he will give the words, "*Front—turn,*" and, when at two paces from the alignment, "*Halt—dress up;*" he will dress his men from the second file beyond the coverer of No. 1, give his word, "*Eyes—front,*" and fall in in his place. Each of the remaining captains in succession, as the company that will be on his right receives the words, "*Front—turn,*" will halt, and allow his company to pass him, and when its right flank reaches him, he will give the words, "*Front—turn,*" and, when at two paces from the alignment, "*Halt—dress up.*" [*Idem.*]

Q. In deploying on the leading company of a column, when should the covering serjeants of the remaining companies, except the second from the front, run out to mark the outward flank of their companies in the line?

A. As they get within twenty paces of their ground. [*Idem.*]

Q. In all deployments, on what word should the adjutant and base points take post in line?

A. On the word "*Steady*," from the field officer.

[*F. Ex., Pt. IV., S. 38.*

Q. Does a column left in front deploy on its leading company in the same manner as a column right in front?

A. It does; the junior major dressing the points from the left, the covering serjeants marking the right of their companies, and the companies forming fours to the right. [*Idem.*

Q. Should captains ever dress any of the men of another company in deployments?

A. Each captain will dress the men from coverer to coverer, whether they belong to his own company or to another. [*Idem.*

(33.) *A Battalion in Close or Quarter Distance Column Deploying on the Rear Company.*

Q. What points are placed on the caution, "DEPLOY ON THE REAR COMPANY," to a column right in front?

A. The coverer and supernumerary serjeant of the rear company will move up to the front of the column, and give the base points close in front of No. 1, facing to the left, the coverer on the outer or reverse flank; the junior major placing himself on the left to dress the coverers, and the adjutant marking the distant flank.

[*F. Ex., Pt. IV., S. 39.*

Q. In deploying on the rear company of a column right in front, composed of six companies, what takes place after the remaining companies have formed fours to the right, and received the command, "QUICK—MARCH?"

A. No. 6 will stand fast, the remaining companies stepping off. As soon as the left of No. 5 is clear of the right of No. 6, the former will be halted, fronted, and ordered to dress by its captain, who will fall in on the left; the latter will then receive the words, "No. 6, *By the left, Double—march*," and, when at two paces from the alignment, "*Halt—dress up*," from its captain, who will dress his company from the left, give the words, "*Eyes—front*," and change to his proper place in line. The moment No. 5 company is halted, the captain of No. 4 will halt, and allow his company to pass him, and as soon as its left flank is clear of the right of No. 5, No. 4 will be halted, fronted, and dressed by its captain, on which No. 5 will receive the commands, "*By the left, Quick—march*," and, when at two paces from the alignment, it will be halted and dressed up into line. Thus each company in succession will be halted and fronted, and then brought up into line as soon as its front is clear.

[*Idem.*

Q. In deploying on the rear company of a column left in front,

what base points should be placed, and by whom should the coverers be dressed?

A. The coverer and supernumerary serjeant of No. 1 will give base points close in front of the leading company, facing to the right. The senior major will dress the coverers. [*F. Ex., Pt. IV., S. 39.*]

(34.) *A Battalion in Close or Quarter Distance Column Deploying on a Central Company and Deploying in Inverted Order.*

Q. When a battalion in column is required to deploy on a central company, how should the base points be placed, and by whom should the covering be superintended?

A. The coverer and supernumerary serjeant of the named company will give the base points close in front of the leading company of the column, facing inwards, the former on the reverse flank, the latter on the pivot flank. The senior major will dress the coverers from the centre, and the serjeant-major will assist him from the reverse flank of the base. [*F. Ex., Pt. IV., S. 40.*]

Q. When a column receives the command, "DEPLOY ON No. — COMPANY, REMAINING COMPANIES, FORM FOURS—OUTWARDS, QUICK—MARCH," how should the companies in front and rear of the named company, and the named company itself, act during the movement?

A. The companies in rear of the named one will move as if deploying on a front company, and those in front of the named company, and the named company itself, will move as if deploying on a rear company. [*Idem.*]

Q. When a column is required to deploy in inverted order, what words of command should be given?

A. "IN INVERTED ORDER — DEPLOY ON," &c., &c.

[*F. Ex., Pt. IV., S. 41.*]

(35.) *A Battalion in Double Column Deploying.*

Q. May double columns at close or quarter distance deploy in the same manner as single columns?

A. They may.

[*F. Ex., Pt. IV., S. 42.*]

Q. In deploying from double column, by whose word of command, and what number of paces, should the centre companies or subdivisions open out on the caution, to make room for the colours and the captain of the left centre company?

A. Four paces, by command of the captain of the left centre company. [*Idem.*]

Q. When a double column deploys on the two centre companies or subdivisions, by whom should base points be given?

A. By the centre serjeant and coverers of the two centre companies. [*Idem.*]

Q. When a double column of subdivisions deploys, should the outward flanks of all the subdivisions be marked in the alignment by coverers?

A. No; the outward flanks of companies only should be marked.

[*F. Ex., Pt. IV., S. 42.*]

Q. If a double column of subdivisions moves up to the extremity of the ground it is to occupy, in what manner may it deploy both wings in the same direction?

A. The wing nearest the extremity will deploy on its rear subdivision, the other wing will move by fours to the right or left as the case may require, and when the deployment of the first wing is completed, will continue the formation by deploying on its leading subdivision.

[*Idem.*]

(36.) *A Battalion in Line Changing Front by the Intermediate Formation of Open Column on any named Company.*

Q. In changing front by the intermediate formation of open column, by what rule may the point of appui or formation for the new line be determined?

A. The point where the lines intersect one another is the point of appui of the new line.

[*F. Ex., Pt. IV., S. 43.*]

Q. In changing front on the right company of a line by the formation of open column, which flank of that company is the point of appui or formation for the new line?

A. If the change be to the right, left thrown forward, the right flank will be the point of appui; if to the left, left thrown back, the left will be the point of appui.

[*Idem.*]

Q. In changing front on the left company of a line by the formation of open column, which flank of that company is the point of appui or formation for the new line?

A. If the change be to the left, right thrown forward, the left will be the point of appui; if to the right, right thrown back, the right will be the point of appui.

[*Idem.*]

Q. If a line be ordered to change front by the formation of open column on a flank company at right angles to the old line, how should the named company act on the caution?

A. It should stand fast.

[*Idem.*]

Q. If a line be ordered to change front obliquely to the old line by the formation of open column, how should the caution be given, and how should the captain of the named company act thereon?

A. The caution, "OPEN COLUMN IN FRONT (OR REAR) OF No. —, WHICH WILL WHEEL BACK ON ITS RIGHT (OR LEFT)," will be given, on which the captain of the named company will face towards his company, step back one pace, and give the command, "No. —, On

the right (or left) backwards—wheel, Quick—march;” then, “Halt—dress, Eyes—front;” when perpendicular to the new alignment; after which he will take post. [F. Ex., Pt. IV., S. 43.]

Q. When a line is ordered to change front in an oblique direction by the formation of open column, in what manner should the direction of the new alignment be indicated?

A. It will be indicated by the supernumerary serjeant of the named company, who will as usual give a point at six paces from the pivot flank of that company, the covering serjeant taking the place of the captain, and facing in the direction of the new alignment. The adjutant will mark the distant point. [Idem.]

Q. In changing front to the right, left thrown forward on the right company by the formation of open column, how should the open column be formed?

A. In front of No. 1 company. [Idem.]

Q. In changing front to the left, right thrown forward on the left company by the formation of open column, how should the open column be formed?

A. In front of the left company. [Idem.]

Q. In changing front to the left, left thrown back on the right company by the formation of open column, how should the open column be formed?

A. In rear of No. 1. [Idem.]

Q. When a line is ordered to change front to the right, right thrown back on the left company by the formation of open column, how should the open column be formed?

A. In rear of the left company. [Idem.]

Q. In changing front to the right or left of a line on a central company by the formation of open column, how should the column be formed?

A. If the change of front is to be to the right, the column will be formed left in front; if to the left, right in front. [Idem.]

Q. When a line is ordered to change front on a central company, obliquely to the old line, by the formation of open column, how should the named company be wheeled, and by whom should the distant points be marked?

A. The named company should be wheeled back until perpendicular to the new alignment, the distant points being marked by the junior major and adjutant. [Idem.]

Q. In all changes of front in line by the formation of open column, what is the rule regarding the order, whether right or left in front, in which the open column should be formed?

A. If the change is to be to the right, the column will be formed left in front; if to the left, right in front. [Idem.]

Q. In all changes of front in line by the formation of open column.

when the new line is to be oblique to the old, what is the rule as to the flank on which the named company should be wheeled back?

A. If the change of front is to be to the right, the named company will wheel back on its right; if to the left, on its left.

[*F. Ex., Pt. IV., S. 43.*

Q. When a line has marched into open column with a view to a change of front, how is the movement to be completed?

A. By wheeling the companies into line in the usual manner.

[*Idem.*

(37.) *Use and Application of Squares.*

Q. What is the principal use of squares?

A. To resist attacks of cavalry. [*F. Ex., Pt. IV., Squares.*

Q. In forming squares on service, what must be particularly attended to with reference to the fire of the enemy's artillery?

A. Care should be taken not to expose men unnecessarily in this formation to the fire of artillery. [*Idem.*

Q. What is the most eligible formation of square for a battalion?

A. Square four deep. [*Idem.*

Q. What are the advantages of a square formed four deep?

A. It is sufficiently strong to resist cavalry, and gives space for the officers, serjeants, band, &c., in the centre, and enables every man to fire. [*Idem.*

Q. To what purpose may the two deep square be applied?

A. To protect baggage or treasure against infantry only. [*Idem.*

Q. What is meant by a solid square?

A. Any compact mass of soldiers may form a solid square if the outside men kneel down and slant their bayonets outwards. [*Idem.*

(38.) *A Battalion in Column Forming Square.*

Q. Describe how the companies of an open column halted act in forming square on the leading company.

A. The words, "ON THE LEADING COMPANY, FORM—SQUARE, QUICK (or DOUBLE)—MARCH," being given, the whole of the companies will step off except the leading one, which will stand fast, the flank files facing outwards. The second company will close upon it and halt without command, the flank files facing outwards. The remaining companies, except the two in rear of the column, will wheel outwards by sections at the command of their captains as they arrive at quarter distance from the companies that precede them. When they have wheeled the quarter circle,

the flank sections will halt without command, the two centre sections closing on them, all touching towards the leading company, which will now be considered the "front" of the square. The two rear companies will close up and form the "rear" of the square, being halted and faced to the right about by their captains, the flank files facing outwards. [F. Ex., Pt. IV., S. 44.]

Q. Describe how square is formed on the rear company of an open column halted.

A. The words, "ON THE REAR COMPANY, FORM—SQUARE, RIGHT ABOUT—FACE, QUICK (OR DOUBLE)—MARCH," being given, the whole column, having faced about, will step off, with the exception of the rear company, which will stand fast, the flank files facing outwards. The second company from the rear will close upon it and halt, without word of command, the flank files also facing outwards. The third company from the rear will close upon the halted companies, and will then receive, "*Front—turn, Sections—outwards,*" on which it will turn about and wheel outwards by sections, the flank sections halting when square, the centre sections closing on them, the whole touching towards the formed companies. Each company in succession will close on the last halted company, and then receive, "*Front—turn, Sections—outwards,*" with the exception of the two last, which will be halted and fronted in succession by their captains as they come up to the square, their flank files facing outwards. [Idem.]

Q. If a column on the march is ordered to form square on the leading company, by whom should that company be ordered to halt and dress?

A. By the captain. [Idem.]

Q. Describe how square is formed on the centre from open column.

A. The command, "ON THE LEFT (OR RIGHT) CENTRE COMPANY, FORM—SQUARE," will be given, after which the leading wing will be ordered to face about, and the whole column will step off on the words "QUICK (OR DOUBLE)—MARCH," the company of formation at once receiving, "*Sections—outwards,*" from its captain. The companies in front of the named company will act as in forming square on the rear company, those in rear as in forming square on the front company. [Idem.]

Q. In forming square on the centre from open column, whether should the right or left centre company be named as the company of formation?

A. If right is in front, the left centre company should be named, and *vice versa*. [Idem.]

Q. How may an open column taking ground to a flank form square on the centre?

A. The commanding officer will give the words, "ON THE LEFT (or RIGHT) CENTRE COMPANY, FORM—SQUARE, WINGS INWARDS—TURN," on which the captain of the named company will give, "Sections—outwards," and the formation will be completed as if from the halt. [F. Ex., Pt. IV., S. 44.]

Q. May a battalion in quarter distance column be formed into square in the same manner as in open column?

A. It may, except that the commanding officer will give the words, "SECTIONS—OUTWARDS," to the centre companies as the second company closes on the first. [Idem.]

Q. Before ordering a quarter distance column moving to a flank by fours, or retiring, to form square, what should be done?

A. It should be ordered to turn to the front. [Idem.]

(39.) *A Battalion in Double Column Forming Square.*

Q. May a double column of subdivisions form square in the same manner as a single column?

A. It may, on the two leading subdivisions.

[F. Ex., Pt. IV., S. 45.]

Q. How may a double column of companies, when it consists of ten or more companies, form square?

A. In the same manner as square is formed by a double column of subdivisions, the side faces being wheeled outwards by subdivisions instead of sections. [Idem.]

Q. How should a double column of companies, consisting of less than ten companies, form square?

A. The whole will form four deep and close to the centre; the two leading companies will stand fast, or halt if on the march, forming the front face; the two next will, when at subdivision distance from the front, wheel outwards by companies, forming the side faces; the two rear companies will close up, halt, face about, and complete the square. [Idem.]

(40.) *A Battalion in Square Re-forming Column or Double Column.*

Q. In re-forming column or double column of subdivisions, how do the rear sections of the side faces, the pivot men of sections, and the flank men of the front and rear faces, act on the caution, "RE-FORM—COLUMN?"

A. The rear sections step back to wheeling distance, the pivot men face to the proper front of the column, the flank men of the two leading companies face to the front, and those of the two rear companies face to the rear. [F. Ex., Pt. IV., S. 47.]

Q. In re-forming column from square, how do the companies act on the words, "QUICK—MARCH?"

A. The sections of the side faces wheel back and re-form companies, their captains giving the words, "*Halt—dress*," at the same time the front company advances and the two rear companies retire to quarter distance, receiving the words, "*Halt—dress*" and "*Halt, Front—dress*," from their captains. [*F. Ex., Pt. IV., S. 47.*]

(41.) *A Battalion in Line and in Close Column Forming Square, Company Squares.*

Q. When a line is required to form square, what should be done?

A. The line should be moved into quarter distance column, or into double column of subdivisions at quarter distance in rear of the two centre subdivisions, after which square will be formed in the usual manner. [*F. Ex., Pt. IV., S. 48.*]

Q. When a battalion in close column is required to form square, what should be done?

A. It should first open out to quarter distance, and then form in the usual manner; but in case of sudden attack it may at once prepare for cavalry as a company in close column of sections.

[*F. Ex., Pt. IV., S. 50.*]

Q. What cautions should be given by the commanding officer when it is deemed expedient to form the companies of a battalion into independent squares, or to reduce the same, and by whom should the executive commands be given?

A. The commanding officer will give the cautions, "FORM COMPANY SQUARES" and "RE-FORM COMPANIES." The executive words will be given by the captains. [*F. Ex., Pt. IV., S. 49.*]

(42.) *A Square Marching in any Direction.*

Q. By what command may a battalion in square be ordered to march in any direction?

A. By the words, "THE SQUARE WILL ADVANCE (OR RETIRE, OR MOVE TO THE RIGHT OR LEFT), INWARDS—FACE, QUICK—MARCH." [*F. Ex., Pt. IV., S. 51.*]

Q. When a battalion in square marches, what should be attended to?

A. That the men of the faces in file remain properly closed up. [*Idem.*]

Q. When a square marches, which is to be considered the directing flank?

A. When it advances, or moves to the right, it will march by

the left; when it retires, or moves to the left, it will march by the right.

[*F. Ex., Pt. IV., S. 51.*

Q. When a square marches, by whom should the direction be regulated?

A. By the serjeant-major, who will move out on the caution and place himself on the directing flank.

[*Idem.*

Q. When a square in motion receives the word "HALT," how should the men act?

A. Halt, and face outwards, remaining steady, unless ordered to close or dress.

[*Idem.*

(43.) *A Battalion Forming Square Two Deep and Re-forming Column.*

Q. How does an open or half distance column form square two deep?

A. The leading company only halts to form the front face, the following companies wheel outwards by subdivisions, and the rear company forms the rear face.

[*F. Ex., Pt. IV., S. 52.*

Q. What is the caution for forming square two deep?

A. "ON THE LEADING COMPANY, TWO DEEP, FORM—SQUARE."

[*Idem.*

Q. Describe how a square two deep re-forms column.

A. The leading company stands fast, the side faces wheeling back by subdivisions, and the rear company moving back to subdivision distance.

[*Idem.*

Q. How does a double column of subdivisions form square two deep?

A. In the same manner as a single column.

[*Idem.*

Q. How does a double column of companies form square two deep?

A. The two leading and two rear companies form the front and rear faces, the remainder wheeling outwards by companies.

[*Idem.*

Q. Before a square two deep is ordered to march, what should be done?

A. The side faces should be ordered to form fours in the required direction, and the rear face to face about.

[*Idem.*

(44.) *General Principles of Echelon Movements.*

Q. What two descriptions of echelon may be formed from line?

A. Direct echelon and oblique echelon.

[*Echelon, General Principles.*

Q. How is direct echelon formed from line?

A. By companies or parts of companies marching successively from a flank direct to the front or rear at any distance.

[*Idem.*

Q. How may a direct echelon be re-formed into a line parallel to that from which it moved?

A. By successive formation on any halted part.

[*Echelon, General Principles.*]

Q. May a line be formed from direct echelon at an angle to the original alignment?

A. Not without a fresh adjustment of the distances between the pivot flanks of its component parts. [Idem.]

Q. What is the use of direct echelon?

A. It is formed for the purposes of advancing or refusing a flank. [Idem.]

Q. How is oblique echelon formed from line?

A. By wheeling companies or parts of companies forward to either flank. [Idem.]

Q. At what angle to the original line may companies be placed in oblique echelon?

A. At any angle less than a right angle. [Idem.]

Q. What distance should be preserved between the pivot flanks of companies in oblique echelon?

A. The breadth of the company that would occupy the space, if wheeled back into line. [Idem.]

Q. May oblique echelon be wheeled back into a line parallel to that from which it was formed?

A. It may, at any moment. [Idem.]

Q. In what line should the dressing of the pivot files of companies in oblique echelon be preserved?

A. In a line parallel to the original alignment. [Idem.]

Q. In oblique echelon, by which flank should the distance and dressing of the pivots be regulated?

A. By the flank towards which the battalion is inclining. [Idem.]

Q. When a line takes ground in a diagonal direction in echelon of subdivisions or sections, by whom should the covering and distance in the line of pivots be preserved?

A. By the pivot men, except when inclining to the right, when the captains keep the distances and dressing of the right subdivisions or sections. [Idem.]

Q. What are the uses of oblique echelon?

A. To enable a line to take ground in a diagonal direction, or to change front. [Idem.]

Q. In forming oblique echelon of subdivisions or sections, what degree of the circle will it be found most convenient to wheel them?

A. An eighth. [Idem.]

Q. In changing front, what description of oblique echelon should be adopted?

A. The echellon of companies. [*Echellon, General Principles.*

Q. In changes of front, what proportion should the angle wheeled by the remaining companies bear to the angle wheeled by the company of formation?

A. It should be one-half. [*Idem.*

Q. What should be the relative positions of companies in echellon?

A. Parallel to each other. [*Idem.*

Q. When a battalion is to take ground to the rear in echellon, what should be done?

A. The companies should first be faced about, then wheeled forward rear rank in front. [*Idem.*

(45.) *A Battalion Wheeling Forward by Companies from Line into Echellon.*

Q. What are the words of command for wheeling into echellon from the halt?

A. "WHEEL INTO ECHELLOON OF COMPANIES TO THE RIGHT (OR LEFT), COMPANIES, — PACES TO THE RIGHT (OR LEFT)—WHEEL, QUICK—MARCH." [*F. Ex., Pt. IV., S. 53.*

Q. When a line wheels into echellon of companies on fixed pivots from the halt, by whom should the coverers of companies be dressed in line, if necessary, after taking the named number of paces?

A. If the wheel is to the right, by the senior major; if to the left, by the junior major. [*Idem.*

Q. When a line has wheeled into echellon of companies, where should the captain and covering serjeant place themselves after the words, "*Eyes—front,*" have been given by the former?

A. The captain on the pivot flank, the covering serjeant on the reverse flank of the front rank. [*Idem.*

Q. During the march of an oblique echellon of companies, how is the direction preserved?

A. By the captain of the leading company selecting points to march upon. [*Idem.*

Q. During the march of an oblique echellon, what are the duties of the majors and adjutant?

A. The major of the wing nearest the directing flank superintends the direction, the other major and adjutant look to the covering of the pivots. [*Idem.*

Q. What is the command for wheeling into oblique echellon on moveable pivots from the halt?

A. "TAKE GROUND TO THE RIGHT (OR LEFT) IN ECHELLOON OF COMPANIES (SUBDIVISIONS OR SECTIONS), ON THE MOVE BY COM-

PANIES (SUBDIVISIONS OR SECTIONS), RIGHT (OR LEFT) WHEEL, QUICK—MARCH,” and when the required angle is gained, “FORWARD.” [F. Ex., Pt. IV., S. 53.]

Q. When a line has wheeled on moveable pivots into echelon of companies, when should the coverers take post on the reverse flanks?

A. On the word “FORWARD.” [Idem.]

(46.) *A Battalion in Echelon of Companies Wheeling Back into Line.*

Q. On the caution to an oblique echelon of companies halted, “RE-FORM—LINE,” how should the pivot men act?

A. Face into the line and raise their right hands, and the major will dress them from the directing flank. [F. Ex., Pt. IV., S. 54.]

Q. May an oblique echelon wheel back into line on the march?

A. It may; the captains marking time, and their companies wheeling back on them. [Idem.]

Q. When an oblique echelon on the march has wheeled back into line, should it advance without further command?

A. No; it should wait for the word “FORWARD.” [Idem.]

(47.) *A Battalion in Echelon Halted Forming Line in a Direction Oblique to that from which it Wheeled into Echelon.*

Q. When an echelon is to form line in a direction oblique to that from which it wheeled, what is the first point to be gained?

A. To place the companies perpendicular to the lines by which they must march to their points of formation.

[F. Ex., Pt. IV., S. 55.]

Q. When an oblique echelon is required to form line in a direction oblique to that from which it wheeled, and the company of formation is wheeled into the new alignment as many more paces as it originally wheeled into echelon from line, should the remaining companies be wheeled before forming line?

A. No; they are already perpendicular to the lines by which they must move to their points of formation. [Idem.]

Q. When an oblique echelon is to form line in a direction oblique to that from which it wheeled, and the number of paces wheeled by the company of formation into the new alignment exceeds the number which it originally wheeled into echelon, how many paces must the remaining companies be wheeled?

A. One-half the excess. [Idem.]

Q. If line is to be formed from echelon on the prolongation of the front company as it stands, in what direction, and how many paces, must the remaining companies be wheeled?

A. They must wheel back on their pivot flanks half the number of paces they originally wheeled forward into echelon.

[*F. Ex., Pt. IV., S. 55.*]

Q. When an echelon is to form line in a direction oblique to that from which it originally wheeled, what words of command should be given?

A. "FORM LINE ON THE LEADING COMPANY, WHICH WILL WHEEL, &c., REMAINING COMPANIES, — PACES TO THE RIGHT (OR LEFT, OR ON THE RIGHT OR LEFT BACKWARDS)—WHEEL, QUICK—MARCH, FORM LINE, QUICK—MARCH." [*Idem.*]

Q. When an echelon is to form line on the leading company, what points should be given, and by whom should the coverers be dressed?

A. On the caution, the adjutant will mark the distant flank, and the companies having wheeled the paces, the coverer and supernumerary serjeant of the company of formation will give base points on its flanks, facing towards the point of appui, the coverer farthest from the captain. The major nearest the company of formation will dress the coverers. [*Idem.*]

Q. When an echelon forms line on the leading company, how should the coverers of the remaining companies act as they march on their points of formation?

A. They will remain on the outward flanks until they arrive at twenty or thirty paces from their ground, when they will run on and mark the outward flanks of their companies. [*Idem.*]

Q. When an echelon forms line on the leading company, how should the remaining companies act on the words, "FORM LINE, QUICK—MARCH?"

A. All except the company of formation will step off, and each in succession, as it reaches the rear rank of the previously formed company, will receive, "*No. —, Right (or left)—wheel, Halt—dress up,*" from its captain, who will dress it, give "*Eyes—front,*" and take post. [*Idem.*]

(48.) *A Battalion in Line Changing Front on a Flank Company by Throwing Forward the rest of the Battalion.*

Q. When a line is to change front on a flank company by throwing forward the rest of the battalion, what caution should be given?

A. If the change is to be a quarter circle, the caution will be, "CHANGE FRONT ON THE RIGHT (OR LEFT) COMPANY, LEFT (OR RIGHT) THROWN FORWARD THE QUARTER CIRCLE." If the change is to be less than a quarter circle, the last three words will be omitted. [*F. Ex., Pt. IV., S. 56.*]

Q. If a line is to change front less than the quarter circle on a

flank company by throwing forward the rest of the battalion, how should the commanding officer act in order to fix the alignment and ascertain the number of paces the company should wheel into echelon?

A. He should place himself at the point of appui, and direct the coverer of the named company to wheel from the eighth file, and halt when he reaches the alignment. [*F. Ex., Pt. IV., S. 56.*]

Q. When a line is to change front less than the quarter circle on a flank company by throwing forward the rest of the battalion, and the coverer of the named company has taken the required paces, by whom is the named company to be wheeled into the new alignment?

A. By its captain. [*Idem.*]

Q. When a line is to change front the quarter circle on a flank company by throwing forward the rest of the battalion, is it necessary that the coverer of the company of formation should take the required number of paces before the company is wheeled?

A. No; the captain of the company of formation will at once wheel it into the new alignment. [*Idem.*]

Q. In changing front from line on a flank company by throwing forward the rest of the battalion, what points should be given?

A. On the caution, the adjutant will mark the distant point, and as soon as the company of formation has wheeled into the new alignment, its coverer and supernumerary serjeant will give the base points, the former on the outward flank, the latter on the inward flank of that company, both facing towards the point of formation. [*Idem.*]

Q. In changing front on a flank company, how is the rest of the battalion thrown forward?

A. The caution having been given and the new alignment fixed, the commanding officer will order the remaining companies to wheel into echelon on their pivot flanks the number of paces required to place them perpendicular to the lines on which they are to march to their points of formation. Line will then be formed in the usual manner. [*Idem.*]

(49.) *A Battalion in Line Changing Front on a Flank Company by Throwing Back the rest of the Battalion.*

Q. When a line is to change front on a flank company by throwing back the rest of the battalion, what caution should be given?

A. If the change is to be a quarter circle, the caution will be, "CHANGE FRONT ON THE LEFT (OR RIGHT) COMPANY, RIGHT (OR LEFT) THROWN BACK THE QUARTER CIRCLE." If the change is to be less than a quarter circle, the last three words will be omitted.

[*F. Ex., Pt. IV., S. 57.*]

Q. Does a line change front on a flank company by throwing back the rest of the battalion on the same principles as when the rest of the battalion is thrown forward?

A. It does; the only difference being that the company of formation wheels back into the new alignment, and the remaining companies are faced about, and wheeled forward on their pivot flanks into echelon, being halted and dressed, rear rank in front, by their captains. The companies in echelon will then form line in the usual manner, each being wheeled into the new alignment, and halted, fronted, and ordered to dress up, when its proper front rank arrives in line with the rear rank of the last halted company.

[*F. Ex., Pt. IV., S. 57.*]

(50.) *A Battalion in Line Changing Front on a Centre Company, or on the Two Centre Companies, by Advancing one Wing and Retiring the other.*

Q. When a line is to change front on a centre company, or on the two centre companies, by advancing one wing and retiring the other, what caution should be given?

A. If the change is to be a quarter circle, the caution will be, "CHANGE FRONT ON THE CENTRE (OR ON NO. — COMPANY) RIGHT (OR LEFT) THROWN FORWARD THE QUARTER CIRCLE." If the change is to be less than a quarter circle, the last three words will be omitted.

[*F. Ex., Pt. IV., S. 58.*]

Q. If a line is to change front on the centre less than the quarter circle, how should the commanding officer act in order to fix the new alignment and ascertain the number of paces the companies should wheel into echelon?

A. He should place himself at the point of appui, and direct the coverer to wheel from the eighth file from the pivot, counting towards the flank of the company or subdivision that wheels forward, and halt when he reaches the required alignment.

[*Idem.*]

Q. When a line is to change front on the two centre companies, by whose word of command should they be wheeled into the new alignment, and what man is to be considered the pivot during the wheel?

A. They should be wheeled by the captain of the left centre company, the front rank man of the inner file of the company that wheels forward being the pivot.

[*Idem.*]

Q. When a line is to change front on the centre of a company, how and by whom should that company be wheeled into the new alignment?

A. It will be wheeled on its centre by its captain.

[*Idem.*]

Q. In changing front on the two centre companies, or on the centre of a company, what points should be given?

A. On the caution, the junior major and adjutant will move out to mark the left and right of the line. When the change is on the two centre companies, and they have wheeled into the new alignment, the centre serjeant will step out and face to his right, to give a centre point, his rear rank man taking his place; the two covering serjeants of the centre companies will give points on the outward flanks of their companies, facing inwards. When the change is on the centre of a company, the coverer and supernumerary serjeant will give the base points. [*F. Ex., Pt. IV., S. 58.*]

Q. In changing front on the two centre companies, from whence should these companies be dressed after wheeling into the new alignment?

A. From the centre of the line. [*Idem.*]

Q. When a line is ordered to change front on the two centre companies, or on a centre company, how is the movement to be executed by the remaining companies?

A. The caution having been given and the new alignment fixed, the wing which is to be thrown back will be faced about by the commanding officer, who will next direct the whole of the companies to wheel forward into echelon as many paces as are required to place them perpendicular to the lines by which they are to move to their points of formation. Line will then be formed in the usual manner. [*Idem.*]

(51.) *Changing Front on the March, Forming Square during Change of Front.*

Q. When a line marching is required to change front on a flank company in echelon, without halting, how should the company of formation wheel?

A. At the double. [*F. Ex., Pt. IV., S. 58.*]

Q. In changes of front from the halt, may the wheel of the company or companies of formation into the new alignment, and the wheel of the remaining companies into echelon, be executed on moveable pivots?

A. Yes, in practice this method is generally adopted. [*Idem.*]

Q. What is the readiest method of forming a battalion in square, should it become necessary at any time during a change of front in echelon?

A. By wheeling the companies up into open column towards the point of formation, and forming square in the usual manner, or by forming company squares in echelon. [*Idem.*]

(52.) *A Battalion Advancing or Retiring in Direct Echelon.*

Q. May a battalion advance in direct echelon from either flank at any distance?

A. It may, if it is intended to re-form line parallel to the original alignment; but if it is intended to change front to either flank at right angles, the companies must be marched off at wheeling distance. [F. Ex., Pt. IV., S. 59.]

Q. Give the caution for advancing in direct echelon, and state by whom the executive words are to be given to the companies.

A. "THE BATTALION WILL ADVANCE (OR RETIRE) IN DIRECT ECHELLON OF COMPANIES AT WHEELING (OR — PACES) DISTANCE FROM THE RIGHT (OR LEFT)." The executive words are to be given by the captains. [Idem.]

Q. The caution to advance in direct echelon (say from the left) having been given, describe how the companies execute the movement.

A. The captain of the left company will give the command, "No. —, *By the left, Quick—march,*" and will move straight to his front; when he has gained the distance the next company will receive the words, "*Quick—march,*" from its captain; and so on in succession till all are in motion. [Idem.]

Q. If a line be ordered to retire in direct echelon from either flank, by whom and when are the companies to be faced about?

A. They will be faced about in succession by their captains before they are ordered to step off. [Idem.]

Q. In advancing or retiring in direct echelon, how should the coverers act on the caution, and where should they take post during the movement?

A. They will change their flanks, if necessary, on the caution, but will remain in rear till their respective companies move out clear of the line; they will then take post on their reverse flanks. [Idem.]

(53.) *Re-forming Line from Direct Echelon.*

Q. Give the caution and command for re-forming line from direct echelon on the leading or rear company.

A. RE-FORM LINE ON THE LEADING (OR REAR) COMPANY, REMAINING COMPANIES, QUICK—MARCH (OR RIGHT ABOUT—FACE, QUICK—MARCH). [F. Ex., Pt. IV., S. 60.]

Q. Give the caution and command for re-forming line from direct echelon on a central company.

A. "RE-FORM LINE ON NO. — COMPANY, COMPANIES IN FRONT, RIGHT ABOUT—FACE, FORM LINE, QUICK—MARCH." [Idem.]

Q. In forming line from direct echellon, what points are to be given ?

A. The distant flank or flanks will be marked by the adjutant, or by the junior major and adjutant. The coverer and supernumerary serjeant of the company of formation will give the base points. [F. Ex., Pt. IV., S. 60.]

Q. If a direct echellon on the march be ordered to re-form line, when should the named company be halted ?

A. If the line is to be formed to the front, the leading company will be halted on the caution ; if on the rear or a central company, the named company will be halted on the words, "REMAINING COMPANIES (OR COMPANIES IN FRONT), RIGHT ABOUT—TURN."

[Idem.]

Q. When a direct echellon re-forms line on the rear or a central company, how should the captains of the companies in front of the named company act as their companies face about ?

A. Change their flanks.

[Idem.]

Q. Describe how the companies of a battalion advancing in direct echellon (say from the right) at wheeling distance form line to the left.

A. The command will be given, "FORM LINE TO THE LEFT BY COMPANIES, LEFT—WHEEL, FORWARD," after which line is formed in the usual manner.

[Idem.]

Q. When it is necessary to form line from direct echellon at an angle to the original alignment, how should it be effected ?

A. The echellon will be wheeled forward into open column, and the captains will be ordered to correct their distance and their covering in the required direction ; after which the column will be wheeled into line.

[Idem.]

SECTION III.*

LIGHT INFANTRY DRILL, OUTPOST DUTIES, PATROLES, ESCORTS,
ADVANCED AND REAR GUARDS.

LIGHT INFANTRY DRILL.

(1.) *General Principles.*

Q. Describe generally the *objects of Light Infantry* movements.

A. To ensure the safety of a camp or cantonment; to reconnoitre the front of an army in motion, feel for the enemy, clear the way for advancing columns, cover the rear of retreating columns; to conceal and cover movements, watch the motions of the enemy, ascertain the nature of ground and country; and to procure the information requisite to assist the commander in regulating and directing his columns. [*F. Ex., Pt. V., General Principles.*]

Q. When a regiment is employed as light infantry, how is it usually *divided*?

A. Into three parts,—skirmishers, supports, and reserve; but a line may be covered with skirmishers and supports, or skirmishers only. [*Idem.*]

Q. What is the rule as to the *relative strength* of skirmishers, supports, and reserve?

A. The supports should be composed of numbers equal to the line of skirmishers; thus, each company that is extended should have a company to support it. The reserve should be at least one-third of the entire body. [*Idem.*]

Q. When a company is detached to skirmish at a distance, how many of its men should remain in support?

A. One-half. [*Idem.*]

Q. On what considerations must the movements of *skirmishers* in a great measure depend?

A. On the position and movements of the enemy, care being taken to protect and overlap the flanks of the main body. [*Idem.*]

Q. What are the duties of *supports*?

A. To assist and support the skirmishers. Each support should be in rear of its own skirmishers, being guided by them in its movements. [*Idem.*]

* Corresponding with Paragraph 11 of *Horse Guards Examination Order.*

Q. What are the duties of the *reserve*, and what should be its position?

A. The *reserve* is the point on which both supports and skirmishers may rally. It must send relief to them when necessary, and should be placed as nearly as possible in rear of the centre. [F. Ex., Pt. V., General Principles.]

Q. When skirmishers are sent to a distance, what should be attended to in their dispositions with a view to the safety of the main body?

A. That they are always so situated as to protect its front and flanks. [Idem.]

Q. What is the rule as to the *relative distances* of skirmishers, supports, and reserves?

A. On a plain the distance between skirmishers and supports should be about 200 yards; between supports and reserves, about 300 yards; between the reserve and main body, 500 yards. The distance, however, must depend on circumstances and the nature of the ground. [Idem.]

Q. What rule should the officer commanding a support observe in selecting positions?

A. That the supports should always be in the most convenient position to assist the skirmishers, without being unnecessarily exposed to fire. [Idem.]

Q. What instructions should be given to troops skirmishing as to taking advantage of *cover*?

A. When under fire, whether halted or in motion, skirmishers must take advantage of all cover, and while so doing must take care that they never get in front of each other, and that they never retain their places of cover so long as to interfere either with their own fire or with that of their comrades. [Idem.]

Q. To what extent should the officer commanding a support avail himself of cover for the protection of his men?

A. He should, with due regard to the assistance to be afforded to the skirmishers, take advantage of all inequalities of ground, and other objects affording cover, to protect his men, and should make them lie down when cover can be obtained by so doing. [Idem.]

Q. In selecting positions that will protect his men from the attacks of cavalry, what should the officer commanding a support bear in mind?

A. That no position should be selected by the support which will prevent the skirmishers forming upon it. [Idem.]

Q. What rules should the officer commanding the reserve attend to in taking advantage of cover and selecting positions?

A. He should keep his men under cover when practicable; but as the reserve is not immediately under fire, his attention should be principally directed to the selection of positions favourable to the relief and assistance of the skirmishers and supports, with due regard to the protection of the main body.

[*F. Fx., Pt. V., General Principles.*

Q. When in the presence of cavalry, or under the fire of artillery, how should the reserve of a line of skirmishers be formed?

A. When in presence of cavalry, in column; but when under the fire of artillery, in line. [*Idem.*

Q. In what *time* are light infantry movements usually performed?

A. In quick time, except when extending or closing on the march, when forming company square from extended order, or rallying squares, when changing front from the halt, and when more than usual rapidity is required, in any of which cases the double time must be adopted. [*Idem.*

Q. In light infantry movements, should the ordinary cadence of the double march be at all times strictly adhered to?

A. No; the speed may be increased when necessary. [*Idem.*

Q. What is to be considered the *point of direction* in a line of skirmishers?

A. The centre, except when inclining to a flank, in which case they move by the flank to which they are inclining. [*Idem.*

Q. How should skirmishers and supports *carry their arms* when moving?

A. At the trail, except in close column of sections, or in close files. [*Idem.*

Q. How should reserves move with their arms?

A. When armed with the long rifle, they will move with sloped arms and unfixed bayonets; when armed with short rifles, with trailed arms and unfixed swords. [*Idem.*

Q. When a company is extended, where should its *officers and supernumeraries be placed*?

A. The captain at a convenient distance in rear of the centre, the supernumeraries at equal distances along the rear of the line of skirmishers, the lieutenant being always near the outer flank of a flank company. [*Idem.*

Q. When a company is in support, where should its officers and supernumeraries be placed?

A. The captain in its proper front, the supernumeraries in rear, as usual. [*Idem.*

Q. How should the officers of a reserve be posted in column?

A. As in column right in front. [*Idem.*

Q. What *connecting links* may be posted between skirmishers, supports, and reserves?

A. A non-commissioned officer, or more if necessary, may be sent out from a support to keep up its connection with its skirmishers. Non-commissioned officers may also be sent out from the reserve to keep up the connection between it and each support.

[*F. Ex., Pt. V., General Principles.*]

Q. Should light infantry movements be regulated by command or by bugle sound?

A. Generally by word of command. Bugle sounds should seldom be used except for purposes of drill. [*Idem.*]

Q. In light infantry movements, by whom should every *command* be repeated?

A. By the captains and by every supernumerary of the skirmishers. [*Idem.*]

Q. May connecting links be employed to pass words of command?

A. They may, when necessary. [*Idem.*]

Q. How is the part of a line to which *bugle sounds* are intended to apply denoted?

A. One G sounded on the bugle denotes the right of the line, two G's the centre, three G's the left. [*Idem.*]

Q. When the "halt" is sounded on the bugle, does it annul all previous sounds?

A. All except the "fire." [*Idem.*]

Q. If the "advance" or "retire" are sounded on the bugle when men are inclining to a flank, what is indicated?

A. That the original direction is to be resumed. [*Idem.*]

Q. When moving by sound of bugle, what should men wait for before they move?

A. They should wait till the bugle has ceased. [*Idem.*]

Q. Do bugle sounds apply to troops in reserve?

A. No. [*Idem.*]

(2.) *Extending.*

Q. In extending, what are the duties respectively of the front and rear rank man of a file as regards distance and direction?

A. It is the business of the rear rank man to regulate the distance, and of the front rank man to look to the direction.

[*F. Ex., Pt. V., S. 1.*]

Q. When the number of paces that files are to extend from each other is to be specified, how should the caution be given?

A. Thus, "THREE PACES FROM THE RIGHT—EXTEND." [*Idem.*]

Q. When the number of paces is not stated, what should be the distance between files in extended order?

A. Six paces.

[*F. Ex., Pt. V., S. 1.*

Q. The command, "COMPANY FROM THE RIGHT (LEFT, CENTRE, or NO. — FILE)—EXTEND," being given to a company halted, where do the captain and two senior supernumeraries place themselves?

A. The captain in rear of the centre of the company, the senior supernumerary in rear of the right, and the second senior in rear of the left. [*Idem.*

Q. When men are ordered to extend from the halt, how do they execute the movement?

A. On the word "EXTEND" (or bugle sound), the file on the named flank (or the centre or named file) will stand fast, the remainder will advance arms (or shoulder with the short rifle), face outwards, and extend in quick time. The front rank men will move direct to the flank, covering correctly; the rear rank men will cast their eyes over the inward shoulder, and tap their front rank men as a signal to halt, front, and stand at ease when they have gained their distances. [*Idem.*

Q. How do men extend from any named file of a close column of sections?

A. The named file stands fast, the remainder, facing outwards, extend in the usual way. [*Idem.*

Q. Describe how men extend on the march.

A. On the word "EXTEND" (or bugle sound), the named file continues to move on in quick time, the remainder, making a half turn to the flank to which they are to extend, move off in double time. As soon as each file has gained its distance it turns to the front, and resumes quick time, the whole keeping in line with the directing file. [*Idem.*

Q. In extended order, how may the distance between files be increased?

A. The command, "FROM THE RIGHT (OR LEFT, &c.)—EXTEND" (or bugle sound), is given, when the skirmishers open out one-half more than their original extension; or the command may be given thus, "TO EIGHT PACES FROM THE RIGHT—EXTEND." [*Idem.*

Q. When a company extending on the march is halted before all the files are extended, how should the remainder act?

A. Make a half turn outwards into file, break into quick time, advance arms (or shoulder with the short rifle), and complete the extension as if from the halt. [*Idem.*

Q. Describe how a company while moving to a flank in echelon of sections extends on the march.

A. The echelon moving on in double time, each file, as it gains its distance, turns to the front and breaks into quick time.

[*Idem.*

Q. May skirmishers, when not firing, be directed to kneel or lie down?

A. Yes; when deemed advisable that they should do so.

[*F. Ex., Pt. V., S. 1.*]

(3.) *Closing.*

Q. When a company in extended order closes, should the officers return to their usual places?

A. No; they will remain in rear, unless ordered to take post.

[*F. Ex., Pt. V., S. 2.*]

Q. The command, "SKIRMISHERS ON THE RIGHT (LEFT, CENTRE, or NO. — FILE)—CLOSE" (or the bugle sound), being given to a company halted in extended order, how do the men execute the movement?

A. The file on the named flank, or the centre or named file, stands at ease, the remainder face towards it, and close at quick time, halting, fronting, ordering arms, and standing at ease in succession.

[*Idem.*]

Q. When a company is about to close from extended order, how may the front of the company be changed?

A. By facing the file on which the men are to close in the required direction.

[*Idem.*]

Q. Describe how men in extended order close on the march.

A. On the word "CLOSE" (or bugle sound), the named file moves on in quick time; the remainder, making a half turn towards it, close in double time, turning to the front and resuming quick time when in their places.

[*Idem.*]

Q. When a company closing on the march is halted before all are closed, how should the extended files act?

A. Turn into file, break into quick time, and complete the movement as if from the halt.

[*Idem.*]

(4.) *Squares.*

Q. When soldiers run in from extended order to form *company squares*, should they wait for the command to order arms and fix bayonets or swords?

A. No; they do so independently as they halt and front.

[*F. Ex., Pt. V., S. 3.*]

Q. May a company close from extended order into close column of sections on any named file?

A. Yes.

[*Idem.*]

Q. If a company extended be ordered to close into close column of sections, no file being named, on what file should they form?

A. On the left file of the second section.

[*Idem.*]

Q. When should the *rallying square* be made use of by troops acting as light infantry?

A. When men of different companies are mixed together in extended order, or when detached skirmishers are overtaken by cavalry. [*F. Ex., Pt. V., S. 3.*]

Q. When skirmishers of different companies mixed together are ordered to form rallying squares, should the men of each form on their own officers?

A. No; they run to the nearest officer standing as a rallying point. [*Idem.*]

(5.) *Advancing, Retiring, and Passing Obstacles in Skirmishing Order.*

Q. When a company extended receives the command, "COMPANY—ADVANCE" (or the bugle sound), how should the men step off?

A. In quick time, with trailed arms. [*F. Ex., Pt. V., S. 4.*]

Q. When a company extended receives the command, "COMPANY—RETIRE" (or the bugle sound), how should the men act?

A. Face to the right about, and step off in quick time, rear rank in front. [*F. Ex., Pt. V., S. 5.*]

Q. When a company in extended order advances or retires, from what point should the distance be preserved?

A. From the centre. [*Idem.*]

Q. Should men in extended order face or turn to the right about or to the left about?

A. Invariably to the right about. [*Idem.*]

Q. How should men in extended order be taught to pass an obstacle?

A. The files opposite the obstacle open out gradually, and pass on either side, closing upon the remaining files, which will continue moving straight to their front. Having passed the obstacle, the files will again extend. [*F. Ex., Pt. V., S. 6.*]

(6.) *Inclining to a Flank and Changing Front or Direction.*

Q. On the words, "To THE RIGHT (or LEFT)—INCLINE" (or the bugle sound), how should skirmishers act?

A. Make a half turn to the flank to which they are to incline, and move in a diagonal direction. [*F. Ex., Pt. V., S. 7.*]

Q. If skirmishers inclining to a flank are again ordered to incline in the same direction, how should they act?

A. Complete the turn, and take ground to the flank in file.

[*Idem.*]

Q. If skirmishers inclining to a flank are to resume the original

direction to front or rear, what word of command (or bugle call) should be given?

A. "ADVANCE" or "RETIRE." [F. Ex., Pt. V., S. 7.]

Q. If the bugle sound "HALT" is given when men in extended order are inclining, should they front when they halt?

A. Yes. [Idem.]

Q. On what base may a line of skirmishers halted change front?

A. On any two files that may be placed for the purpose.

[F. Ex., Pt. V., S. 8.]

Q. May a line of skirmishers halted change front at any angle on two named files?

A. Yes; but the change is not likely to be required to a greater extent than the sixteenth, or at most the eighth, of a circle. [Idem.]

Q. What caution and command should be given when a line of skirmishers are to change front on two files from the halt?

A. "SKIRMISHERS CHANGE FRONT TO THE RIGHT (OR LEFT) ON THE TWO CENTRE (OR ON NO. — AND NO. —) FILES, DOUBLE—MARCH." [Idem.]

Q. When a line of skirmishers is to change front from the halt, what takes place on the caution?

A. The captain will dress the two files in the required direction.

[Idem.]

Q. In changing front on a flank of a line of skirmishers halted, if all the files are to be thrown forward, how do the men execute the movement?

A. On the words, "DOUBLE—MARCH," they make a half face inwards, and move across by the shortest way to their places in the new line, dressing on the two base files as they halt. [Idem.]

Q. In changing front on a flank of a line of skirmishers halted, if all the files are to be thrown back, how should the men execute the movement?

A. On the words, "DOUBLE—MARCH," they will make a three-quarter face in the direction of the base files, then move across and halt and front as they arrive at their places in the new line. [Idem.]

Q. When a line of skirmishers is ordered to change front on two central files, how do the remainder execute the movement?

A. Part of the company will be thrown forward and the rest back, the men of both parts facing and moving in the required directions on the words, "DOUBLE—MARCH." [Idem.]

Q. How may a line of skirmishers on the march change their direction?

A. On the words, "RIGHT (OR LEFT)—WHEEL" (or the bugle sound), the pivot file will halt, and the remainder will circle round it, wheeling in the usual manner. On the word "FORWARD," the whole will advance by the centre. [Idem.]

Q. When a line of skirmishers changes its direction on the march, what are the respective duties of the front and rear rank men of each file as regards distance and dressing during the wheel?

A. The front rank men look outwards for the dressing, the rear rank men keep the distances from the pivot flank.

[*F. Ex., Pt. V., S. 8.*]

(7.) *Firing in Skirmishing Order.*

Q. What rules are laid down for the guidance of soldiers firing in skirmishing order?

A. The men of a file must work together. Both should never be unloaded at the same time; they should load, when practicable, under cover, before moving to the front when advancing, and after falling back when retiring.

[*F. Ex., Pt. V., S. 9.*]

Q. When skirmishers at the halt are ordered to fire, whether by word or bugle sound, should they remain standing?

A. No; they will drop on the knee, or lie down if cover can be more effectually obtained by so doing; when they cease to fire they will rise.

[*Idem.*]

Q. When skirmishers firing on the march are halted, should they remain standing?

A. No; they should kneel.

[*Idem.*]

Q. When skirmishers cease firing, what should they do with their rifles, and how should they re-load if required to do so on the march?

A. Come to the capping position, and shut down the flap. If required to re-load on the march, they will then bring the rifle to the trail in the left hand, sling upwards, and muzzle inclining up to the right, and proceed with their loading.

[*Idem.*]

Q. When skirmishers *halted* receive the command, "COMMENCE—FIRING" (or the bugle sound), how should the front and rear rank men perform the firing?

A. The whole drop on the knee, the front rank men make ready, fire, and load; the rear rank men, when their front rank men are in the act of capping, make ready, fire, and load.

[*Idem.*]

Q. May a line of skirmishers be ordered to lie down, or a single soldier lie down for the sake of cover?

A. Yes.

[*Idem.*]

Q. When skirmishers *advancing* receive the command, "COMMENCE—FIRING" (or the bugle sound), how should the firing be performed?

A. The whole make a momentary halt, the front rank man of each file fires, and takes a side pace to his left; the rear rank man then passes on, and the front rank man follows close behind him,

loading on the march. When in the act of capping he gives the word "Ready," in an under tone of voice, on which the proper rear rank man fires, and both men proceed as above described.

[*F. Ex., Pt. V., S. 9.*]

Q. May soldiers advancing in a line of skirmishers kneel before firing?

A. They may if they prefer to do so. [*Idem.*]

Q. When men find difficulty in loading on the march, may they halt for the purpose?

A. Yes; they must then double up to their file leaders. [*Idem.*]

Q. How should skirmishers be taught to take advantage of cover when advancing?

A. When cover presents itself, the men should run forward from place to place as soon as they are loaded; when any large object, affording considerable cover, comes in their way, several files may run up behind it, fire, load, and then move on and regain their distances and places. [*Idem.*]

Q. When skirmishers retiring receive the command, "COMMENCE FIRING" (or the bugle sound), how should the firing be performed?

A. Both ranks halt, front, and kneel; the front rank man of each right file then fires, rises, faces to the right about, and retires in quick time, passing by the left of his rear rank man, and loading as he retires; the rear rank man continues to look to the front till his front rank man has passed him, and then rises, faces about, and follows him. As soon as the left files hear the ramrods of the right files working, they proceed in like manner. When the loading of a front rank man of a file is completed, both ranks halt, front, and kneel, the rear rank man then fires and proceeds as above described. After the first round the files fire and retire without reference to each other. [*Idem.*]

Q. How should skirmishers take advantage of cover when retiring on rough ground?

A. The files should run back from one cover to another, taking care before they leave one station to select another. One man of each file should fire previous to moving, and re-load when again under cover. [*Idem.*]

Q. When skirmishers retiring take advantage of cover, how long should they hold each station before falling back on another?

A. As long as possible without risk of being cut off by the enemy or injured by the fire of their comrades. [*Idem.*]

Q. When skirmishers halted are to advance firing, how does the firing commence?

A. The front rank men first fire; the whole then rise and proceed in the usual manner. [*Idem.*]

Q. When skirmishers are ordered to fire while *inclining to or taking ground in file to a flank*, how should the firing be performed?

A. The front rank men halt and fire, the rear rank moving on. Having fired, the front rank men will double up to the proper rear of their rear rank men, and then load on the march, or load at the halt, and then double up. When their loading is completed the rear rank men will proceed in like manner. [*P. Ex., Pt. V., S. 9.*]

Q. When skirmishers have *ceased firing*, what should the men invariably do?

A. Complete their loading, the rear rank resuming their places in the proper rear of their front rank men. [*Idem.*]

Q. When skirmishers *halt*, how should they face?

A. To their proper front. [*Idem.*]

Q. When skirmishers *firing halt*, how should they proceed after facing to their front?

A. Drop on the knee and continue firing. [*Idem.*]

(8.) *A Battalion Extending in Skirmishing Order from Quarter Distance Column.*

Q. When a *quarter distance column of ten companies* is to extend, what caution is given, and what companies form the skirmishers, supports, and reserve, respectively?

A. "THE BATTALION WILL SKIRMISH, THREE COMPANIES—EXTEND," on which the first three companies skirmish, the next three form the supports, and the remainder the reserve.

[*P. Ex., Pt. V., S. 10.*]

Q. When ten companies in quarter distance column (say right in front) have received the caution to extend, how do the three leading companies execute the movement?

A. No. 1 receives from its captain, "*Quick—march, From the centre—extend*," forming the centre skirmishers; No. 2, "*Double—march, By sections, Right—wheel, Forward*" (in echelon), and when clear of the centre skirmishers, "*From the left—extend*," forming the right skirmishers; No. 3, "*Double—march, By sections, Left—wheel, Forward*" (in echelon), and when clear of the centre skirmishers, "*From the right—extend*," forming the left skirmishers.

[*Idem.*]

Q. When ten companies in quarter distance column (say right in front) receive the caution to extend, how do the companies which are to form the supports execute the movement?

A. No. 4 forms the centre support, receiving from its captain, "*Quick—march*," No. 5, the right support, receiving, "*Quick—*

march, By sections, Right—wheel, Forward" (in echelon), and when in rear of the centre of the right skirmishers, "*Re-form—company, Forward,*" No. 6, the left support, moves in the same manner to the rear of the centre of the left skirmishers. [*F. Ex., Pt. V., S. 10.*]

Q. When a quarter distance column of eight or six companies is required to extend, what caution is given, and what companies form the skirmishers, supports, and reserve, respectively?

A. "THE BATTALION WILL SKIRMISH, TWO COMPANIES—EXTEND," on which the first two companies skirmish, the next two form the supports, and the remainder the reserve. [*Idem.*]

Q. When a quarter distance column of eight or six companies (say right in front) receives the caution to extend, how do the skirmishers and supports move out?

A. No. 1 forms the right skirmishers, receiving from its captain, "*Quick—march, From the left—extend,*" No. 2, the left skirmishers, receiving, "*Quick—march, From the right—extend,*" on which it makes a half turn to its left, to clear the left of No. 1, and then extends as usual; No. 3 forms the right and No. 4 the left support, both moving in echelon of sections to their places. [*Idem.*]

(9.) *A Battalion in Quarter Distance Column Extending to a Flank.*

Q. When it is necessary to extend all the companies of a battalion in the same direction, what caution is given?

A. "THE BATTALION WILL SKIRMISH, THREE (OR TWO) LEADING COMPANIES, FROM THE LEFT—EXTEND." [*F. Ex., Pt. V., S. 11.*]

Q. If a quarter distance column (say right in front) be ordered to extend its three leading companies from the left, how do those companies move out?

A. No. 1 (the left skirmishers) extends from its left; Nos. 2 and 3 (the centre and right skirmishers) move in echelon of sections at the double to the outward flank of the last extended company, when they extend from their left in the usual manner. [*Idem.*]

Q. If a quarter distance column (say right in front) extends its three leading companies from the left, how do the supports move out?

A. No. 4 the left, No. 5 the centre, and No. 6 the right support; all move in echelon of sections in quick time to their places. [*Idem.*]

Q. If a quarter distance column extends its leading companies from a flank, in what manner do the companies of the reserve move to their places?

A. They take ground to the required flank together by fours.

[*Idem.*]

Q. When a quarter distance column extends from a flank, may

the outward skirmishers and supports move out otherwise than in echelon of sections?

A. When more convenient, they may move in fours.

[*F. Ex., Pt. V., S. 11.*]

(10.) *A Battalion in Quarter Distance Column Extending Half its Companies Skirmishing, Half in Support.*

Q. When a quarter distance column is to extend half of its companies skirmishing, half in support, what caution should be given?

A. "THE BATTALION WILL SKIRMISH, FIVE (FOUR OR THREE) COMPANIES—EXTEND."

[*F. Ex., Pt. V., S. 12.*]

Q. Describe the movements of the companies when a column of ten companies extends one-half as skirmishers, the remainder in support.

A. The leading company extends from the centre, the second on the right of the leading one, the third on its left, the fourth on the extreme right, the fifth on the extreme left; the sixth company supports the centre skirmishers, the seventh the company next on their right, the eighth the company next on their left, the ninth the company on the extreme right, the tenth the company on the extreme left.

[*Idem.*]

Q. Does a column of eight or six companies extend half its companies skirmishing, and half in support, in the same manner as a column of ten companies?

A. It does; but in all cases when the number of companies to be extended is even, the leading company will extend from its left, the second from its right.

[*Idem.*]

Q. When a quarter distance column is to extend from a flank, one-half skirmishing, the remainder in support, how do the companies move out?

A. The companies of the leading wing skirmish, the front company advancing and extending from the named flank, the remaining companies extending the line of skirmishers on the outward flank; the companies of the rear wing form supports for the corresponding companies of the leading wing.

[*Idem.*]

(11.) *A Battalion Extending from Line.*

Q. When a battalion in line is to extend, what cautions should be given, and what companies should move out?

A. "THE BATTALION WILL SKIRMISH, THREE (OR TWO) COMPANIES ON THE RIGHT (OR LEFT) FROM THE CENTRE—EXTEND." The skirmishers may be taken from either flank; the companies

next to them form the supports, the remaining companies the reserve.

[*F. Ex., Pt. V., S. 13.*]

Q. When a battalion extends from line, in what manner should the reserve move to its place?

A. By fours.

[*Idem.*]

Q. When a battalion extends from line, may the skirmishing companies be directed to extend from their right or left, or from any named file, in the same manner as they extend from the centre?

A. They may, according to the ground.

[*Idem.*]

Q. If a battalion in line be required to send out half of its companies to skirmish, the remainder forming supports, how may the extension be performed?

A. Either wing may be extended from the right, left, centre, or from any named file.

[*Idem.*]

(12.) *Relieving Skirmishers.*

Q. How is the relief of skirmishers usually effected?

A. By ordering the supports to extend and relieve their own skirmishers.

[*F. Ex., Pt. V., S. 14.*]

Q. Describe how the successive relief of skirmishers by their supports may be made the most effectual method, when retiring, of keeping an enemy in check.

A. The officer commanding a support should look out for good positions, in which he may extend his men with advantage. After relieving, the new skirmishers must hold their position until ordered to continue the retreat.

[*Idem.*]

Q. Describe the method of *relieving skirmishers that are halted.*

A. The supports extend in the rear, out of immediate fire, and then run up to the old line. The old skirmishers, on being relieved, run straight to the rear, and, when out of immediate fire, close on the centres of companies and form supports.

[*Idem.*]

Q. When supports extend in the rear for the purpose of relieving skirmishers halted, should the extension take place from the halt or on the march?

A. The new skirmishers usually extend from the halt on their own ground; but under some circumstances, when they are completely hidden from the enemy, they may advance and extend on the march.

[*Idem.*]

Q. Should an immediate advance be intended, how should skirmishers which have been relieved at the halt be directed to act?

A. To lie down, and so remain till the new skirmishers have gained sufficient distance; then rise, close on the centres of companies, and form supports.

[*Idem.*]

Q. Describe the method of *relieving skirmishers advancing.*

A. The supports extend on the march and then double up to the old skirmishers, changing into quick time as they pass through them, on which the old line lies down and waits till the new skirmishers are sufficiently advanced to protect them from immediate fire, when they rise, and each company closes to its centre, forming supports.

[*F. Ex., Pt. V., S. 14.*]

Q. Describe the method of *relieving skirmishers retiring.*

A. The supports halt, front, and extend, each man, if possible, getting under cover. When the old skirmishers arrive within twenty or thirty paces of the new, they run through them to the rear until they are out of immediate fire, and then close on the centres of companies and form supports.

[*Idem.*]

Q. In relieving skirmishers retiring, at what distance in rear of the old line should the supports be extended?

A. At such distance as will enable them to complete their extension and get under cover before they are required to check the enemy.

[*Idem.*]

Q. If relieved skirmishers find that fresh supports have been sent out from the reserve, how should they act?

A. Form in rear of the new supports, and afterwards proceed to join the reserve, forming fours inwards, and moving in quick time.

[*Idem.*]

(13.) *Reinforcing or Extending a Line of Skirmishers.*

Q. How may any part of a line of skirmishers be *reinforced*?

A. By throwing forward the supports, or a part of them, in the same manner as in relieving skirmishers. On joining the old line the new skirmishers divide the distances with the old, and both skirmish together.

[*F. Ex., Pt. V., S. 15.*]

Q. How may any part of a line of skirmishers be *diminished*?

A. By calling in any portion of the skirmishers, who retire in the same manner as when relieved, the remainder dividing the distances left.

[*Idem.*]

Q. When it is necessary to *extend* skirmishers to a flank, without weakening the rest of the line, how is it effected?

A. Fresh skirmishers, with supports, may be extended, or a support may be extended, fresh supports being sent out from the reserve.

[*Idem.*]

Q. When a captain brings up his company to relieve or reinforce another that is extended, what should he call out in order that the captain of the old skirmishers may know how to act?

A. The purpose for which he is come.

[*Idem.*]

(14.) *The Alarm or Look-out for Cavalry.*

Q. When the bugle sounds the "ALARM," or the words, "LOOK OUT FOR CAVALRY," are given, how should the skirmishers form?

A. They form close column of sections, and prepare for cavalry, except when in disorder or scattered, or when the bugle sounds the "DOUBLE," in which cases they form rallying squares.

[*F. Ex., Pt. V., S. 16.*]

Q. When the bugle sounds the "ALARM," or the words, "LOOK OUT FOR CAVALRY," are given, how should the supports and reserve act?

A. The supports form close column of sections, and advance by command of their captains; the reserve also advances, the companies forming four deep on the march, and closing on the centre by word of the commanding officer. As soon as the cavalry approach the skirmishers' squares, or the bugle sounds, "COMMENCE FIRING," the supports are halted and ordered to prepare for cavalry, and, together with the skirmishers, commence firing; the reserve also forms square on the leading company. [*Idem.*]

Q. Describe how a reserve which has formed fours, and closed on its centre, forms square on the leading company.

A. The leading company is halted by its captain; the centre companies wheel outwards by subdivisions; the rear company, having closed up, is faced about. If only two companies are in reserve, they simply halt at quarter distance, the rear company being faced about, and the flanks of both dressed back till they meet, forming an oval. [*Idem.*]

Q. When the squares of skirmishers are found to be in straight lines, or directly one behind another, how should they be moved?

A. The centre and right squares retire into echelon, the left square standing fast. [*Idem.*]

Q. How should the squares of supports and reserve be moved so as to afford protection to each other and to the skirmishers' squares?

A. Into echelon, not only with each other, but also with the skirmishers' squares. As regards each other, the centre and left supports advance into echelon, either by continuing to move on after the right support has halted, or by moving to the front at the double. As regards the skirmishers' squares, the right and left supports take ground outwards, the centre support to the left; the reserve inclines to the right. [*Idem.*]

Q. When two companies only are skirmishing, do the squares move into echelon in the same manner as when three companies are skirmishing?

A. They do, except that the reserve, instead of taking ground to the right, moves straight to the front. [*Idem.*]

Q. If a battalion which has formed squares on the "ALARM" be required to extend again, how should the movement be executed?

A. The skirmishers extend from the files on which they closed; the supports re-form companies and resume their former places, and the reserve falls back to its position, unless the skirmishers are about to advance, in which case the supports and reserve may lie down till at sufficient distance. [*F. Ex., Pt. V., S. 16.*]

(15.) *Closing on Supports.*

Q. When skirmishers receive the command, "CLOSE ON SUPPORTS" (or the bugle sound "CLOSE"), what takes place?

A. They rise, face about, and retire, the inner files of subdivisions moving at quick time, so as to clear the flanks of the supports, the remainder closing upon them in the usual manner as they retire. When at quarter distance in rear of the supports, the subdivisions turn inwards, advancing arms (or shouldering if with short rifles) as they turn; halt, front, as they meet; order arms, and stand at ease, without command.

[*F. Ex., Pt. V., S. 17.*]

Q. When skirmishers receive the command "CLOSE," followed by "LOOK OUT FOR CAVALRY" (or the bugle sound "CLOSE," followed by the "ALARM"), what takes place?

A. The supports advance, forming subdivisions on the march, and the skirmishers move to the rear, closing on the inward files of subdivisions, the centre files inclining outwards when they commence to retire to clear the front of their supports. As each company of skirmishers approaches its support, the leading subdivision of the latter is halted by the captain, the rear subdivision closing to the front and halting without command. Both fix bayonets or swords as they halt; the skirmishers turn inwards, and form close column of subdivisions in rear of the supports, fixing bayonets or swords as they halt and front. The two companies then prepare for cavalry as in close column of sections. [*Idem.*]

Q. When skirmishers close on supports for the purpose of preparing for cavalry, how should the squares, if found to be in line, be moved?

A. The centre and left squares advance into echelon. [*Idem.*]

Q. If skirmishers, when closing on their supports, are attacked by cavalry (or if the "ALARM" is repeated), how should they form?

A. In rallying squares. [*Idem.*]

Q. When the skirmishers and supports have been formed sepa-

rately into close column of sections in the presence of cavalry, and the words, "ON THE SUPPORTS—CLOSE" (or the bugle sound "CLOSE"), are given, what takes place?

A. The supports advance, and the skirmishers' columns retire in quick time, the latter forming on that flank of the former which happens to be nearest to them. The two companies then prepare for cavalry together. [F. Ex., Pt. V., S. 17.]

Q. After skirmishers have closed on supports, if the battalion is ordered to extend, what takes place?

A. The old supports advance and extend from the centre, or named file, and the old skirmishers form in support; or the old supports may extend on their own ground, the old skirmishers retiring to their distance as supports. [Idem.]

(16.) *Closing on the Reserve.*

Q. If skirmishers and supports receive the command, "ASSEMBLE ON THE RESERVE" (or the bugle sound "ASSEMBLE"), how is the movement executed?

A. The reserve is ordered to fix bayonets, if armed with the long rifle. The supports form fours inwards, retire in double time by the shortest line, and form at quarter distance in rear of the reserve. The skirmishers rise, face about, and retire in double time, each company closing on its centre. An officer leads each company on the inward flank as soon as it is closed to the flank of the reserve. As it arrives at quarter distance in rear of the reserve, each company is ordered to turn inwards by fours, to halt, front, dress in column, and to fix bayonets, remaining with ordered arms at attention. [F. Ex., Pt. V., S. 18.]

Q. When there are three companies skirmishing, how should the centre skirmishers and support move in if ordered to assemble on the reserve?

A. By the left flank of the reserve, the support being in fours right in front. [Idem.]

Q. When skirmishers and supports are ordered to assemble on the reserve, in what order should the companies take their places in rear of it?

A. As they arrive, and without reference to their numbers. If two companies from the opposite flanks meet, the one from the right passes in front of the other. [Idem.]

Q. When skirmishers have been reinforced, and different companies are mixed together, or when they have lost their order from other causes, how should they act if ordered to assemble on the reserve?

A. They will double to the rear independently, and form companies on their coverers in rear of the reserve, or wherever they may be placed. [*F. Ex., Pt. V., S. 18.*]

Q. Describe how skirmishers which have closed on their supports assemble on the reserve.

A. The skirmishers and supports together form fours inwards, by command of the senior captain, the centre skirmishers and supports forming fours to the right. They move in double time and by the shortest lines, and form at quarter distance in rear of the reserve, the centre skirmishers and support passing by the left of the column. Each captain halts and fronts his company, giving the words "*Dress*" and "*Fix—bayonets.*" [*Idem.*]

Q. If ordered to assemble on the reserve when in presence of cavalry, how should supports always be allowed to act with reference to the skirmishers?

A. To wait for their skirmishers before moving in. [*Idem.*]

Q. When a battalion, or part of a battalion, covering a line, skirmishers and supports only being in front, is ordered to assemble in rear of the line (or when the sound "*ASSEMBLE*" is given), how should the movement be performed?

A. The whole move to the rear of the line by the shortest directions, and as quickly as possible, the supports in fours, the skirmishers independently, passing through the intervals between battalions. When in rear of the line, they move towards the commanding officer of the battalion, and form quarter distance column wherever he may direct. [*Idem.*]

(17.) *Flanking Parties.*

Q. What are flanking parties?

A. Skirmishers with supports, and, if necessary, a reserve extended to protect the flank of a column. [*F. Ex., Pt. V., S. 19.*]

Q. When a column advances or retires, in what direction and in what formation should the flanking party move?

A. The skirmishers move in files parallel to the direction of the column, the supports and reserve in fours. [*Idem.*]

Q. With what should the leading file of a flanking party communicate?

A. With the flank of the advanced guard. [*Idem.*]

Q. When a column halts, how should its flanking party act?

A. Halt and front. [*Idem.*]

Q. May the skirmishers of a battalion be required to change front at right angles?

A. No; if it is necessary to protect a flank fresh skirmishers should be sent out. [*Idem.*]

(18.) *Passing a Bridge or Short Defile in Contact with an Enemy.*

Q. What is the duty of skirmishers when, *during an advance*, they reach the margin of a river or the beginning of any impediment which forms a defile?

A. If the flanks cannot be gained, they should lie down and cover themselves, keeping up a brisk fire upon the enemy.

[*F. Ex., Pt. V., S. 20.*]

Q. Describe the method of forcing a bridge or short defile when advancing.

A. The skirmishers, remaining extended along the river or impediment, cover the movement. The supports, on approaching the bridge or defile, close upon that support which is opposite to it, and, supported by the reserve, force the passage. Having passed the bridge or defile, the supports gradually extend from their centre, the reserve maintaining possession of the bridge, and the old skirmishers keeping up their fire until clouded by the new line. When the new line has extended, the reserve sends out fresh supports, and the old skirmishers assemble in rear of the reserve. The whole then move forward.

[*Idem.*]

Q. Describe the method of passing a bridge or short defile in contact with the enemy *when retiring*.

A. The reserve pass first, taking post at the bridge head or outlet, detaching parties to both flanks to line the river or impediment in extended order. The supports close upon the one which is opposite the bridge or defile, and in compact order halt in front of it till the skirmishers are withdrawn. The skirmishers incline towards the bridge or defile, and pass it briskly and form in rear of the reserve. The supports then cross and join the reserve, the new line of skirmishers commencing to fire when their front is clear.

[*Idem.*]

OUTPOST DUTIES.

(1.) *General Description and Objects, Selection of Ground.*

Q. What are the objects of *outposts*?

A. To ensure the safety and repose of a corps; to prevent reconnoissances by the enemy; and to observe his movements and dispositions.

[*F. Ex., Pt. V., S. 23.*]

Q. Describe the different descriptions of outposts.

A. *Piquets* are the detached bodies to whom the safety of the force, and the observation of the enemy in its immediate vicinity are entrusted. *Detachments or troops of observation* are charged with watching the enemy's movements beyond the line of piquets.

[*Idem.* *]

Q. On what must the strength and description of force employed on outpost duty depend?

A. On the character of the ground, the distance from the main body at which it is to be employed, and the nature of the service. [*

Q. In fixing on the ground for a chain of outposts, what dispositions should be made to ensure its safety?

A. If possible, its front should be protected by natural obstacles strengthened by artificial means. Its flanks should rest on obstacles which prevent their being turned, or should be thrown back and protected by piquets and constant patrolling. [*

Q. Under whose command and general superintendence are the outposts placed?

A. If no general or other officer is specially appointed for the purpose, they are under the command of the general of the day.

[*Q. Reg., Duties in Camp.*

(2.) *Outlying and Inlying Piquets.*

Q. How many descriptions of piquet are there?

A. Two,—outlying and inlying. [*F. Ex., Pt. V., S. 23.*

Q. Where is an *outlying piquet* posted?

A. It is thrown forward in front of the main body, at such distance as may have been fixed upon for the chain of outposts.

[*Idem.* *

Q. Where is the *inlying piquet* usually placed, and what are its duties?

A. It usually remains in camp accoutred, and ready to turn out and support the outlying piquet at a moment's warning, having sentries advantageously posted for hearing and observing any alarm in front, and communicating, when necessary, by patrols, with the advanced posts. [*F. Ex., Pt. V., S. 23.*

Q. By what means may the officer in command of an outlying piquet gain intelligence of the enemy's movements?

A. By patrolling, by careful watching, by examining the peasantry of the country, and by all such indications as the strengthening of the enemy's posts, unusual bustle or movement in his lines, the sound of troops or artillery on the march at night, the diminution or increase of fires, &c., &c. [*Idem.*

Q. How should all outlying piquets be posted?

A. With a complete chain of double sentries in front, on the same principle that light troops are extended to cover a line. [*Idem.*

Q. Is it necessary that outlying piquets should have supports and reserves?

A. When at a distance from the main body, it is; when near the main body, reserves may be dispensed with. [*Idem.*

Q. Where should the field officer of the day in charge of the piquets usually be posted?

A. With the reserve.

[*F. Ex., Pt. V., S. 23.*]

Q. How should each company on piquet duty be divided, in order that it may be able to relieve its sentries periodically?

A. Into three reliefs; one relief only will be extended on sentry, and the other two will remain in support.

[*Idem.*]

(3.) *Piquet Sentries.*

Q. How often should piquet sentries be relieved during the night?

A. Every hour.

[*F. Ex., Pt. V., S. 23.*]

Q. Whose duty is it to inspect all reliefs of piquet sentries when they go on or come off their posts?

A. It is the duty of the officers.

[*Q. Reg., Duties in Camp.*]

Q. If the chain of piquet sentries be so far extended as to make it inconvenient to relieve them all from the piquet in support, what arrangements may be made?

A. One or two small parties, forming intermediate supports to the chain, and under the command of officers or non-commissioned officers, may be detached to convenient situations for the purpose of furnishing sentries.

[*F. Ex., Pt. V., S. 23.*]

Q. Must all piquet sentries be double?

A. All except the connecting sentries between the front line and the parties in rear, which may be single.

[*Idem.*]

Q. How should piquet sentries be placed by day and by night?

A. By day they should be placed on heights and in commanding positions, whence they may see all the country in their front without exposing themselves to view. By night they must be placed lower down, so as to have the highest ground before them, in order that they may see any approaching party against the sky without being themselves discovered.

[*Idem.*]

Q. How should the number of piquet sentries on duty at a time be regulated?

A. By day it is not necessary to leave more sentries on duty than are sufficient to watch the country in their front. Each sentry should be able to see the files on his right and left, as well as the intermediate ground between them. At night, or in thick weather, a greater number will be required.

[*Idem.*]

Q. What are the orders regarding piquet sentries patrolling when on post?

A. One man of each file should always remain on his post, looking out to his front, while the other patrols to his right till he comes up to the sentry next to him. In this mode they will

alternately relieve each other. Sentries will also patrol to their front to a distance of twenty or thirty yards. [*F. Ex., Pt. V., S. 23.*]

Q. When sentries on piquet hear *people approaching them* by night, how should they act?

A. They should challenge them, order them to halt, and allow only one person to advance, until they are satisfied they are friends. By day sentries must not allow more than one stranger at a time to approach their posts on any pretence. [*Idem.*]

Q. In selecting the *line for the chain of sentries* on piquet, what must be attended to?

A. The line must not be extended too much. The men should be posted in the most advantageous situations for observing the roads and country in front. Every elevated spot which overlooks the communications in the rear should be taken within the chain of sentries, if it can be effected without extending them too far. Sentries should not be posted near cover from which a sudden rush might be made on them, and should be so placed as to secure one another from being cut off, and at such distances as to prevent an enemy stealing unperceived between them. [*Idem.*]

Q. Should piquet sentries *conceal themselves* from the view of the enemy?

A. As much as the nature of their duty will permit. [*Idem.*]

Q. When an *elevated spot* which overlooks the communications in rear is situated in the vicinity of a piquet post, but cannot be taken within the chain of sentries without extending them too far, what steps should be taken?

A. It should be occupied by a detached party during the day, care being taken to support and ensure the retreat of the party if attacked. [*Idem.*]

Q. Should there be *woods or ravines* in the neighbourhood of a piquet, what precautions should be taken?

A. They must be watched, and occasionally visited by patrols. [*Idem.*]

Q. How should the *flanks of a line* of piquet sentries be protected?

A. The flanks should be thrown a little back, and, if not protected by the nature of the country, a detached party under an officer should be so placed as to prevent them from being turned. [*Idem.*]

Q. How should the *communication* be kept up between the front line of piquet sentries and the supports, also between the supports and reserve?

A. By means of single sentries. [*Idem.*]

Q. When a sentry is satisfied that the *enemy are moving on to the attack*, what should he do?

A. He should at once fire, although the enemy may be far beyond range. [F. Ex., Pt. V., S. 23.]

Q. Should sentries on piquet take any *complimentary notice* of officers passing near their posts?

A. No. [Idem.]

(4.) *Duties and Responsibilities on Piquet.*

Q. When an officer proceeds on piquet duty, with what view should he *examine the ground* over which he passes between the camp and his post?

A. With a view to select the most favourable positions for disputing the ground in case the piquet is driven in by the enemy.

[F. Ex., Pt. V., S. 23.]

Q. When an officer in charge of a company sent on piquet duty *arrives on the position he is to occupy*, what steps should he take first?

A. He should first look to the immediate safety of his own party, and place sentries on its flanks and front; he should then send a file to the most elevated spot in the vicinity, to get a good view of the surrounding country, and proceed himself with a patrol to examine all objects near him capable of concealing an enemy. Having secured himself from surprise, he will proceed to throw out his chain of sentries, and communicate with the parties on his right and left. [Idem.]

Q. When *piquets are attacked*, what rules should be observed?

A. The same as in all other skirmishing. The detached officer's parties should not run in on the main body, but support the skirmishers, and when compelled to retire, they should if possible retreat on the flank of the main body, and thereby afford mutual support to each other. [Idem.]

Q. What are the orders of the service as to officers on piquet *strengthening their posts*?

A. They should strengthen them by every means in their power by constructing abattis, breastworks, &c., &c. Where the defence of a bridge or ford is entrusted to them, they ought never to omit throwing up something of the kind to protect their men, and impede the advance of the enemy. An officer ought not, however, to block up a main road with other materials than such as are easily removed. [Idem.]

Q. Should a piquet *shut itself up* in a house or other enclosure with the intention of defending itself to the last extremity?

A. Not unless particularly ordered to do so, or unless circumstances render it necessary at the moment, for the preservation of the party, in the expectation of support. [Idem.]

Q. How long may a piquet with *safety defend its front*, and under what circumstances should it retire?

A. It may defend its front as long as its flanks are not attacked; but as soon as the enemy attempts to surround the post, the piquet must begin to retire. [F. Ex., Pt. V., S. 23.]

Q. When a *flag of truce* approaches a piquet, how should it be received by the sentries?

A. One sentry will advance and halt it at such distance as will prevent any of the party who compose it from overlooking the piquet posts. The other sentry will acquaint the officer commanding the piquet of the circumstance. [Idem.]

Q. When a *flag of truce* arrives at a piquet, how should the officer commanding the piquet act regarding it?

A. Either detain it at the outpost until he has reported to the field officer of the day, or forward the party blindfolded under escort to the camp. [Idem.]

Q. When a *flag of truce* arrives at a piquet with a letter, how should the officer commanding the piquet act regarding it?

A. He should receive the letter, and instantly forward it to headquarters. Having given a receipt, he should require the flag of truce to depart forthwith, and suffer no communication between the party and the men of the piquet. [Idem.]

Q. When a *deserter comes in from the enemy*, how should the officer commanding the piquet act regarding him?

A. After ascertaining whether the deserter brings any intelligence affecting his own post, the officer should forward him to headquarters. [Q. Reg., Duties in Camp.]

Q. What are the regulations for the guidance of officers on piquet regarding *persons coming to camp with provisions*?

A. Such persons are not to be molested by the piquet, and no fee or payment is on any account to be exacted for their free passage. [Idem.]

Q. Are officers, soldiers, and followers of the camp to be permitted to *pass the outposts*?

A. Not unless on duty or in possession of a permit from headquarters. [Idem.]

Q. What steps should an officer on piquet take in order to keep the men under his command in a state of vigilance?

A. He must call the roll frequently, and see that his men are alert and ready for any emergency. [Idem.]

Q. When a piquet is permitted to have a *fire*, what precautions should be observed regarding it?

A. It should be as much as possible concealed from observation, and the alarm post of the piquet should be fixed in rear of it, so that in case of attack at night the piquet may not be seen when

drawn up, and the enemy may be compelled to pass the fire should he advance. [F. Ex., Pt. V., S. 23.]

Q. At what hour of the morning should all piquets *get under arms*?

A. An hour before daylight. [Idem.]

Q. At what hour in the morning should the officer commanding a piquet proceed to occupy the posts which he held the day before?

A. As soon as he can discern objects distinctly. [Idem.]

Q. Before the officer commanding a piquet re-occupies the posts in the morning which he held the day before, what precaution should he observe?

A. He must previously send forward patrols to feel his way.

Q. When the officer commanding a piquet observes at daybreak that a *change in the enemy's posts or position* has taken place during the night, to whom should he immediately report the circumstance?

A. To the field officer of the day. [Idem.]

Q. What general instructions do the regulations supply for the *guidance of officers on piquet in case they are attacked*?

A. They are to bear in mind that the great object of their efforts is to gain sufficient time to enable the main body to prepare for action. Few cases can occur in which it will be impossible to attain that end without endangering the safety of the piquet; but even in an extreme case they must remember that it is their duty to sacrifice themselves rather than be driven in on the main body before it has had time to form. [Idem.]

Q. When an outlying piquet is approached by a general officer, the field officer of the day, or by an armed party, how should it act?

A. It should fall in and stand to its arms, but pay no compliments. [Idem.]

(5.) *Relief of Piquets.*

Q. At *what hour* are piquets generally relieved?

A. About daybreak. A desirable accession of force is thereby obtained at the hour most commonly chosen by the enemy for attacks. [F. Ex., Pt. V., S. 23.]

Q. When piquets are to be relieved, by whom should the *new piquets be conducted* to their posts?

A. The officers commanding outguards or piquets should send orderly men to the major of brigade for the purpose.

[Q. Reg., Duties in Camp.]

Q. When an army is on the march, by whom is the major of brigade to be apprized of the *situation of the piquet posts*?

A. By the officers commanding the posts. [*Q. Reg., Duties in Camp.*]

Q. When outguards or piquets march to or from their posts, may they beat their drums?

A. No.

[*Idem.*]

Q. When the new piquet has arrived at its post, in what manner is the *relief of the old piquet* to be effected?

A. The officer of the new piquet will accompany the officer of the old piquet along the chain of posts, and the latter will point out the situation and strength of all the enemy's posts, and afford every other information to the relieving officer in his power. The sentries of the new piquet should then be posted, and the relief completed.

[*F. Ex., Pt. V., S. 23.*]

Q. When one piquet has been relieved by another, may the former at once return to camp?

A. If the weather is sufficiently clear to ascertain that there is no indication of attack, the officer who has been relieved will forward a written report to the field officer of the day, fall back upon the reserve piquet, and march to camp in the same order as he advanced.

[*Idem.*]

Q. If the advanced piquets should be attacked whilst a relieved piquet is on its way to camp, what would be the duty of the officer commanding the latter?

A. To face about instantly, and march to the support of the advanced piquets.

[*Idem.*]

PATROLES.

(1.) *Description and General Duties of Patroles.*

Q. Describe the different descriptions of *patrolling*.

A. Patroles are of two kinds,—1st. Those which, being charged with the safety of a particular post, restrict themselves to observing the enemy's movements in its immediate vicinity, and to such precautionary measures as are necessary to prevent surprise; and, 2d. Those which are detached to a greater distance for the purpose of exploring roads or country, obtaining information, feeling for the enemy's advanced posts, and watching his movements.

[*]

Q. In order to ensure success and *safety in patrolling*, what must be carefully attended to?

A. Vigilance, silence, and circumspection must be enforced. No noise must on any account be made; and when anything is to be communicated it should be done in a whisper. Unnecessary firing and false alarms must be carefully guarded against.

[*F. Ex., Pt. V., S. 23.*]

Q. What considerations must determine the description of troops and the *number of men to be employed* in patrolling?

A. The nature of the ground, the distance to which they are to patrol, and the object in view. In patrolling in the immediate vicinity of a post, the number may be limited to three or four men. [** Troubridge's Lallemand.*]

Q. When a *patrole falls in* with a party of the enemy similarly engaged, what course should be pursued?

A. It should endeavour to avoid an engagement, and fall back at once without exchanging shots. [*F. Ex., Pt. V., S. 23.*]

(2.) *Patrolling in the Vicinity of a Post.*

Q. Is patrolling an essential duty *on all outposts*?

A. Yes; without patrolling, however active and alert the sentries may be, the service of the outpost never can be properly done. [*F. Ex., Pt. V., S. 23.*]

Q. *How often*, as a general rule, should patrols be sent out by an outpost?

A. Once between every relief during the night. [*Idem.*]

Q. What is the usual *method of patrolling* in front of a line of piquet sentries?

A. On leaving the piquet, the patrol should, when practicable, communicate with the next post on the right (or left), and patrol cautiously along the whole front of the line of sentries just near enough to see them, and communicating with the next post upon the left (or right), return again to the piquet by the rear of the chain. [*Idem.*]

Q. How should piquet sentries be instructed so that they may not be thrown off their guard by the frequent *appearance of a friendly patrol* during the night?

A. They should be taught to expect an enemy in all who approach them. Some preconcerted signal or interchange of counter-sign in a low tone, to be changed at every relief, should be used when the patrol approaches a sentry. [*Idem.*]

(3.) *Patrolling at a Distance from a Post.*

Q. When the enemy's posts are distant, what patrols should be sent out by a piquet in addition to that which patrols in front of its sentries?

A. Patrols must be sent along the roads in the direction of the enemy's posts, to such distance as may be deemed expedient. [*F. Ex., Pt. V., S. 23.*]

Q. At what hour in particular should a strong patrol invariably be sent some distance on *towards the enemy's posts* by a piquet?

A. Just before daybreak.

[*F. Ex., Pt. V., S. 23.*

Q. When a patrolle from a piquet proceeds, just before daylight, in the direction of the enemy's posts, what must it cautiously attend to?

A. The risk of falling in with the enemy's columns waiting for daylight to attack.

[*Idem.*

Q. When patrolling in the direction of an enemy's posts, what precautions should an officer adopt?

A. The patrolle should be preceded by feelers—quick, intelligent men selected for that duty. The order of march must be carefully arranged, the flanks should be well reconnoitred, and every possible precaution taken to guard against the patrolle being surprised or cut off. The officer should make every effort to conceal his movements from the enemy, and to avoid falling in with any of his parties.

[* *Idem.*

Q. If a patrolle sent by a piquet in the direction of the enemy falls in with any of his parties, what course should be adopted?

A. On hearing footsteps, the feelers should instantly fall back to the patrolle; and should the sounds indicate the advance of a larger body than a patrolle, one or two men should be sent back with all haste to inform the officer of the piquet, who will prepare for defence. The patrolle will then retire steadily, and if possible unobserved, on the piquet. If perceived and overtaken by the enemy, the patrolle must keep up a constant fire, in order to apprise the camp that the enemy is coming on in force.

[*Idem.*

Q. When an officer is charged with the duty of patrolling to a distance, what means should he adopt of securing accurate knowledge of the country and the attainment of the object in view?

A. He should endeavour to obtain a map of the country, and guides, and likewise such information from the inhabitants as can be procured without disclosing the real object of his march. He must study closely the features of the country, see to everything himself, and weigh carefully the amount of reliance to be placed on the intelligence he receives.

[*]

ESCORTS.

(1.) *Escort of Convoys.*

Q. What information should the officer commanding the escort of a convoy procure before starting?

A. 1st. The distance between the starting point and destination;
2d. The nature of the roads by which the convoy must proceed;
3d. The nature and distribution of the loads on the carriages; 4th. The number and description of troops composing the escort; 5th.

The dangers which will probably be incurred from hostile parties; and, 6th. The strength and dispositions of the enemy. He must likewise acquaint himself with the dispositions (if any) which have been made to support or cover the march of the convoy, and the direction from which he may, in case of need, expect assistance.

[* *Troubridge's Lallemand.*

Q. To provide for the safety of the convoy on its march, what military precautions must be observed by the officer commanding the escort?

A. Advanced and rear guards and flanking parties must invariably be thrown out, and all the usual precautions to guard against surprise must be rigorously attended to. [*Idem.*]

Q. How should the main body of the escort be disposed, so as most effectually to guard the convoy and be prepared for any emergency?

A. One half should be distributed in three detachments between the front, centre, and rear of the convoy, the centre detachment being strongest; the other half should be kept in reserve, prepared to move at once to the point threatened by the enemy. [*Idem.*]

Q. When a *convoy has to pass a river* or bridge, should the reserve of the escort precede or follow the convoy?

A. If the rear is secure, the reserve should pass first, if not, it should follow the convoy. If there is danger both in front and rear, the reserve may be divided. [*Idem.*]

Q. If *two parts of a convoy are attacked* simultaneously by the enemy, how should the reserve of the escort act?

A. It must either divide its forces or endeavour to defeat the enemy first at one point and then at the other, as may seem most expedient at the time. [*Idem.*]

Q. When a *convoy has to pass through a defile*, should the usual order of march be adhered to by the officer commanding the escort?

A. He must exercise his discretion in adhering to it or making such fresh dispositions as the nature of the ground and the position of the enemy require. [*Idem.*]

Q. When a *convoy is threatened* by the enemy in such strength that the march cannot for the time be continued in safety, what course should be adopted?

A. The head of the convoy should be halted in a favourable position, and the remainder closed up in lines abreast, so as to form a square park, the escort being disposed in the manner best calculated to repulse the enemy. [*Idem.*]

Q. When the loads of carriages composing a convoy consist of *powder or combustible articles*, what special precautions should be taken for their safety?

A. Nothing else must on any account be placed on the carriages;

no one must be allowed to get on them; villages should not be entered when it can be avoided; and smoking must be forbidden in the escort. [Troubridge's *Lallemand*.

Q. What measures should be adopted by the officer commanding the escort of a convoy to ensure that the line is kept well locked up, and *that the drivers obey orders*?

A. It is desirable that an intelligent soldier should be told off to each carriage; but should the strength of the escort not admit of this arrangement, the superintendence of two or three carriages may be entrusted to one soldier; or a party of mounted men may be detailed for the purpose of general superintendence. [Idem.

Q. What should the officer commanding the escort of a convoy insist upon with regard to the *general treatment of the drivers* by the guards?

A. Whilst enforcing prompt obedience to orders, the guard should not be permitted to subject the drivers or their horses to any sort of bad treatment. [Idem.

Q. Should the carriages composing a *convoy move in double or single file*?

A. When the width of the road is such that a sufficient space would be left between them, a convoy should move in double files. When, however, narrow places are of frequent occurrence, it is better to move in single file than to be constantly changing from one formation to the other. [Idem.

Q. When a *convoy halts for the night*, what arrangements should be made?

A. A favourable spot, possessing natural capabilities for defence, should if possible be selected; the carriages should then be parked, and protected by such artificial means as may be available, the troops being disposed in the manner best calculated to repel attack. Piquets and patrols should be established, and every precaution taken to guard against surprise. [Idem.

Q. When a *convoy proceeds in boats up or down a river*, what arrangements should be made by the officer commanding the escort?

A. The escort should be divided; one part proceeding by land abreast of the convoy, the other in the boats. The party on land should be disposed as in the case of a convoy proceeding by land, and must take every precaution to gain intelligence of the enemy's movements, and protect the convoy from his attack, being reinforced, if necessary, from the troops in the boats. [Idem.

(2.) *Escort of Foraging Parties.*

Q. Upon what considerations must the *description and number of troops* composing the escort of a foraging party depend?

A. Upon the nature of the country, the distance to which the party is to proceed, and the proximity of the enemy. [*

Q. What *dispositions* should be made by the officer commanding the escort of a party about to engage in foraging a country?

A. The country having been cleared of the enemy, a chain of posts supported by a reserve should be taken up in advance of the part to be foraged, the approaches being occupied by piquets, and the front patrolled by cavalry or infantry. [*

Q. At what *distance from a foraging party* should the advanced posts of its escort be taken up?

A. At such distance as will, in case of serious attack, give the foraging party time to mount and form in support of the escort, or to retire in good order with the forage cut to the camp. [*

Q. When a *village is to be foraged*, what arrangements should be made by the officer commanding the escort?

A. A chain of sentries should be placed round it, to prevent any one entering it except such parties as may be detailed for the purpose. Should the inhabitants decline to carry outside the village the quota of forage required from them, and it becomes necessary to send in foraging parties to collect it, the village should be patrolled by armed detachments to prevent straggling and disorder.

[*Troubridge's Lallemand.*

ADVANCED AND REAR GUARDS.

(1.) *Advanced Guards.*

Q. Describe the *general intention* of advanced guards.

A. They are formed in front of a column for the purpose of feeling the way through a country, to gain intelligence of the enemy, and to give timely notice of his vicinity, in order that the main body may have time to prepare for making or repelling an attack. They are sometimes pushed a considerable distance in advance of the column, for the purpose of seizing a post or of anticipating the enemy on some important point.

[*F. Ex., Pt. V., S. 21.*

Q. On what considerations must the *composition and strength* of advanced guards depend?

A. On the distance they are required to precede the main body, the object contemplated, the nature of the country, and a variety of circumstances which can only be appreciated on the spot. [*Idem.*

Q. What are the *leading principles* upon which the service of all advanced guards should be conducted?

A. To guard against surprise or unexpected collision with the enemy, to gain intelligence of his situation, to watch his motions,

and to cover and conceal the movements and formations of the main body. [F. Ex., Pt. V., S. 21.]

Q. Describe the *formation* of an advanced guard *on a road*.

A. The advanced guard will be composed of one or more companies divided into four parts or sections; the two rear sections (under the command of the senior officer) will form the reserve in front of the column; the second section from the front will form a support (under the command of the third senior officer) 200 yards in front of the reserve; the leading section (under the command of the second senior officer) will be 100 yards in front of the support, and will detach a corporal and two files 100 yards to its front, and two files to each flank 100 yards from the road and about 50 yards more retired than the corporal's party. Single files of communication will be placed between the different divisions of the advanced guard, and between the reserve and the main body. [Idem.]

Q. What are the *duties of the files detached* to the flanks of the leading section of an advanced guard?

A. To examine carefully all houses, enclosures, &c., within their reach. [Idem.]

Q. When *objects present themselves on the flank* of an advanced guard at too great a distance to be examined by the flank files, what arrangement should be made for the purpose?

A. Patrols should be detached from the advanced guard, or if need be, from the main body, for their particular examination. [Idem.]

Q. At what distance should the reserve of the advanced guard be placed from the main body?

A. It must be regulated by circumstances; but it should generally be about 500 yards during the day, and about 300 during the night. [Idem.]

Q. If an advanced guard is weak, may the advanced and flank parties of the leading section be reduced?

A. Yes; they may be reduced to a corporal and one file in front and one file on each flank. [Idem.]

Q. Describe the *simplest method of forming* an advanced guard.

A. The advanced guard being drawn up in column of four sections in front of the main body, the different parts should be marched off in succession, commencing with the corporal and two files who are to lead. If right is in front, the movement will commence from the right; if left is in front, it will commence from the left of the leading section. The connecting files in front of the reserve and support should be sent on from the reverse flanks of the second and third sections; the connecting file in rear of the reserve will be dropped from the pivot flank of the

rear section. A connecting file should also be sent out by the main body. [F. Ez., Pt. V., S. 21.]

Q. How should an advanced guard be formed on a plain?

A. As a line of skirmishers with supports, and if far distant from the main body, with a reserve. [*Idem.*]

Q. When an advanced guard marching along a road comes out on a plain, in what manner should it break into skirmishing order?

A. As the leading files come out on the plain they should halt and lie down, the flanking files moving up and lying down in line with them at their usual distances of 100 yards. The remainder of the leading section as it comes up will extend from its centre; the second section will also extend from its centre, and reinforce the leading one. The skirmishers thus formed will advance, correcting their distances from the centre on the march, and the reserve will form subdivision or company, and act as a support. [*Idem.*]

Q. In what manner may an advanced guard which has broken into skirmishing order resume its original formation?

A. By the leading files moving on and the remainder halting till they have gained their proper distances, and then following in succession, the remainder of the first and the second sections or subdivisions closing on their centres. [*Idem.*]

Q. How should an advanced guard proceed on approaching a village?

A. It must proceed with great caution. The reserve and advanced parties being halted beyond the reach of musketry from the village, strong flanking parties should be sent round the outskirts to threaten the rear. The corporal's party on the road may then move on in single files, with a considerable interval between them, followed by as many files in succession, from the support, as may be deemed expedient; and the supports and reserve will move forward when it has been ascertained that the place is not in the occupation of the enemy. [*Idem.*]

Q. What precautions should be observed by an advanced guard in entering a defile or hollow way?

A. It must never commit itself without previously occupying the heights on either side by flanking parties. When the heights are thus crowned the leading party on the road will send on a single file, which will be followed by others in succession, near enough to keep the preceding one in view, the flanking parties on the heights on either side continuing to precede the centre until the defile is passed, when they will gradually fall back to their former stations, and the whole move forward in the original formation. [*Idem.*]

Q. When objects capable of concealing an enemy present themselves, what course should the advanced guard pursue in order to discover and dislodge him without serious loss?

A. The flanks of such an object should be turned, and the rear threatened previously to its being felt in front.

[*F. Ez., Pt. V., S. 21.*

Q. What precautions should be adopted by an advanced guard before ascending a hill?

A. The flank files will first move in both directions round the base; a leading file will then ascend, creeping up when near the top, so as not to show itself upon the summit, but making its observations from behind the brow. It will then signal to the rest of the party whether the enemy is in sight or not.

[*Idem.*

Q. Before bogs, morasses, &c., are passed by an advanced guard, what precautions should be taken?

A. They should be carefully examined, lest an enemy should be left concealed in them, and the advanced guard be cut off.

[*Idem.*

Q. What steps should be taken by an advanced guard to obtain a view of the country?

A. Heights should be ascended by the advanced files or by patrols. The top of a church, a tower, a mound, &c., afford positions for observation. The men thus employed must take care that they are not seen by the enemy.

[*Idem.*

Q. What arrangements should be made to enable the leading files or patrols of an advanced guard to give immediate intelligence of the presence of the enemy?

A. Signals should be arranged before hand. One man holding up his cap on a firelock may signify that a small body is in sight, two men holding up their caps on their firelocks, that the enemy is near in force. A firelock held up horizontally may signify that no enemy is in sight.

[*Idem.*

Q. What rules are laid down for the conduct of an advanced guard in case of attack?

A. If the front is attacked the leading files should at once fall back on the support. The commanding officer must then use his discretion in ordering the reserve to reinforce the support, or the support to fall back on the reserve, according to the nature of the ground, the strength of the attacking party, and the distance he may be from the main body, remembering always that his principal duty is to give time for the column to prepare for action without unnecessarily exposing his men.

[*Idem.*

Q. When an advanced guard has dislodged the enemy from a post, what must invariably take place before the guard is permitted to proceed?

A. It must re-form; the men should on no account pursue the flying enemy, but wait for further orders.

[*Idem.*

Q. With what tools should all advanced guards be provided?

A. With axes and intrenching tools.

[*Idem.*

(2.) *Rear Guards.*

Q. Describe the *formation* of rear guards.

A. They are formed in precisely the same manner as advanced guards, only facing to the rear. When on a road the guard should be marched to the rear and formed in column facing to the rear; if the main body is right in front the rear guard will be left in front, and *vice versa*. If no enemy is near, and the column is on the march, the guard may be formed by the different parties facing about in succession, and marching off as the column gains the proper distance from them. [*F. Ex., Pt. V., §. 22.*]

Q. What is the *general intention* of a rear guard?

A. It covers the retreating column from any sudden assault in the rear, and prevents the enemy from stealing round, and gaining on the flanks of the main body. The prevention of straggling is also an important part of its duties. [*Idem.*]

Q. When a force is about to *retreat before the enemy*, what precautions should be taken to cover the movement and to protect the rear?

A. All preparations should be made in the rear. Previous to falling back, the force will extend its skirmishers behind it, concealed from view as much as possible, and with supports and reserves ready to sustain them: these become the rear guard. In many cases an intended retrograde movement is concealed under a demonstration of attack, and the troops so employed in deceiving the enemy will naturally become the rear guard after that object is attained. [*Idem.*]

Q. What considerations must determine the *strength and composition* of a rear guard?

A. The force and vicinity of the enemy, the nature of the country, and the degree of resistance that may probably be required to give the column time to surmount any obstacles or difficulties in the route, and to secure its retreat from interruption or annoyance. [*Idem.*]

Q. What rules are laid down for the *conduct of a rear guard* when the pursuit by the enemy is close and vigorous?

A. Every inch of ground must be defended with obstinacy to the last, advantage being taken of such hedgerows, copses, defiles, &c., as are capable of being turned to account. [*Idem.*]

Q. For what purpose should a rear guard always be well supplied with *axes and intrenching tools*?

A. To enable it to block up defiles and bridges, to break up the road, and throw impediments in the way of a pursuing enemy. [*Idem.*]

Q. When a *retreating column meets with obstacles in its route*, or

has to pass a bridge or defile, what arrangements should be made to prevent the pursuing enemy pressing on it?

A. An officer should be sent back to apprise the rear guard of the circumstance, in order that it may be prepared to hold the enemy in check during the delay which must ensue. When hard pressed, a detachment should be halted at any defile or bridge the column may have passed, to make preparations for defence, to protect the rear guard in passing over it, and afterwards to assist in maintaining the post as long as may be expedient.

[*F. Ex., Pt. V., S. 22.*]

Q. When a rear guard is *disputing any point*, what must the flanking parties be particularly careful to guard against?

A. Any attempt by the enemy to turn the flanks.

[*Idem.*]

SECTION IV.*

INTERIOR ECONOMY OF A COMPANY AND SYSTEM OF KEEPING ITS ACCOUNTS.

INTERIOR ECONOMY OF A COMPANY.

(1.) *Company Officers, Indulgences, Complaints.*

Q. What information regarding their men should all company officers possess?

A. An officer who has been more than a month with any particular company should know the name of every man in it. Everything connected with the soldier—his age, service, religion, country, former occupation, rate of his pay, state of his accounts, amount in savings' bank, number of distinguishing marks—should be known to his officer; and above all, his disposition, character, and acquirements should be the subject of constant study. [*

Q. What information should every captain possess regarding his company?

A. He should be thoroughly conversant with every circumstance and detail regarding it, and prepared at all times to answer such questions as may be asked him by superior authority. [*

Q. To what extent is it the duty of a captain to assist and superintend his subalterns in the acquirement of professional knowledge and experience?

A. He should do all in his power to further the instruction of his subalterns in professional matters and details, and carefully superintend the performance of their company duties. [*

Q. Who are responsible that officers are made acquainted with all regimental and other published orders?

A. The officers are responsible themselves. The neglect of a non-commissioned officer in failing to show orders to officers is not held to be a sufficient excuse for an officer's ignorance regarding them. [*

Q. What are the duties of an officer as to superintending the non-commissioned officers and supporting their authority?

A. He should exercise proper surveillance over them, and take every means in his power to ensure that they are treated with

* Corresponding with Paragraph 12 of *Horse Guards Examination Order*.

respect by the men. He should support their authority when legitimately exercised, but protect the men from abuse of it. [*

Q. What are the duties of a captain with regard to the *promotion of the non-commissioned officers and men*?

A. To do all in his power to induce the non-commissioned officers and men to qualify themselves for promotion, and to endeavour to form a correct estimate of the zeal, qualifications, and character of individuals, in order that he may exercise proper discrimination in the recommendations which he is called upon to make. [*

Q. To whom should the non-commissioned officers and men be taught to look for *advice and assistance* in cases of difficulty, whether connected with duty or their private affairs?

A. To the captain and officers of the company. [*

Q. What is the duty of a captain as to *inspecting barracks* and the quarters of his married men?

A. He should visit them frequently, and satisfy himself of their regularity and good order. He should also cause inspections to be made by his subalterns. [*

Q. Through what channel should all applications for *indulgences* on the part of non-commissioned officers and soldiers be preferred for the commanding officer's consideration?

A. Through the captain of the company to which they belong. [*

Q. In granting or recommending applications for indulgences from non-commissioned officers and soldiers, by what considerations should officers be guided?

A. Officers should be careful that they neither sanction themselves, nor recommend for the sanction of the commanding officer, applications from any but deserving men. In discriminating between the relative claims of individuals, due weight must always be given to character. [*

Q. When a soldier has a *complaint* to make, what course is prescribed by regulation for his guidance?

A. He should appeal to the captain of his company; his tone and manner should be temperate and respectful; and if he prefers to be accompanied by a non-commissioned officer, he should request a serjeant of the company to go with him. No soldier, on any account, is to presume to make a complaint to his officer for another soldier who conceives he is aggrieved; and not more than two soldiers should approach the officer to make a complaint at one and the same time. [*Directions in Pocket Ledger.*

Q. When a soldier prefers a complaint to his captain, what is the captain's duty regarding it?

A. To investigate the matter carefully and thoroughly in presence

of all concerned; and, having possessed himself of a complete knowledge of the facts, to endeavour to come to an impartial decision regarding it. If the case be one in which the intervention of the commanding officer is required, the captain should submit it for his decision without unnecessary delay. [*

Q. In considering whether cases of dispute arising out of matters connected with his own company should be referred to the commanding officer, or be decided by himself, by what considerations should a captain be influenced?

A. If the case be one which the captain, under the authority vested in him, is competent to deal with, his duty is to decide it himself. The assistance of the commanding officer in settling such cases should only be requested by the captain when, after careful inquiry and consideration, he finds himself unable to come to what he is satisfied is a just decision. If, on the other hand, the case be one which the captain is not competent to decide, or one in which the decision of the captain, when given, leaves either party desirous of appealing to higher authority, the matter must be referred to the commanding officer. [*

Q. When a soldier desires to appear, or is summoned before his commanding officer, by whom should he be accompanied?

A. By his captain. [*

(2.) *Non-Commissioned Officers of a Company.*

Q. Describe generally the responsibilities and duties of a *colour serjeant* in regard to his company.

A. As senior non-commissioned officer he is responsible to his officers for the general good order and discipline of his company. In the absence of the officers it is his business to superintend the other non-commissioned officers in the performance of their duties. The conduct of the men in barracks, the regularity of all details, and strict observance of orders should obtain his unremitting attention. [*

Q. What are the duties of the *pay serjeant* of a company?

A. Under the superintendence and responsibility of the captain, he issues the pay daily to the men, and acts as company's clerk. It is his duty to make out accounts, returns, and other documents, and to take the immediate charge of such spare stores as the captain may entrust to his care. [*

Q. What is the usual rate of remuneration to pay serjeants in addition to the pay of their rank, and to whom is it chargeable?

A. Sixpence per diem. It is chargeable to the captain's contingent allowance. [*

Q. Name the qualifications which should be considered as of

most importance in *estimating the efficiency of a non-commissioned officer.*

A. A fair amount of education, the power of writing rapidly and accurately from dictation, a thorough knowledge of duties and drill, high character, and tact in the management of men. [*

Q. Should the non-commissioned officers be required to hold themselves aloof from the men?

A. Yes; the practice on the part of non-commissioned officers of being intimate and associating with privates when off duty should be discouraged as much as possible. [*

(3.) *Orderly Non-Commissioned Officers of a Company.*

Q. What non-commissioned officers should be detailed daily for *orderly duty* in each company?

A. An orderly serjeant and orderly corporal. [*

Q. Detail the general *duties of the orderly serjeant* of a company?

A. To call the roll, and answer for the company at all roll calls;—see that the men rise at the proper hour, that the beds are made up, the tubs emptied, the windows thrown open, and the floors swept in the morning, and that the men dress themselves properly for meals;—accompany the orderly officers when visiting the barracks or messes of the company;—warn the men for duty, punishment, drill, and fatigues;—parade men for duties, drills, and fatigues;—make out the daily duty state and sick report;—copy orders, and read them to the men;—see all lights extinguished, and that the men go to bed at the proper hour. [*

Q. What method is generally adopted of *regulating the detail* of men required from each company for *guard*, *piquet*, and other daily duties?

A. A roster is kept, under the superintendence of the adjutant, by which the number of men required from each company is fixed. The detail for the following day is promulgated by the serjeant-major to the orderly serjeants of companies when the orders of the day are issued. [*

Q. How are the men selected to complete the detail required from a company for any particular duty?

A. The first men for the duty, as they stand in the company's duty roster, are selected by the orderly serjeant. [*

Q. By whom should the entries in the company's *duty roster* be made, and who is responsible for its accuracy?

A. The duty roster should be kept by the orderly serjeant, whose duty it is to make all entries therein. At the close of his

day's duties he should take it to the colour serjeant, by whom it will be checked and made over to the next serjeant for orderly duty. It should frequently be inspected by the captain, who is responsible for its accuracy. [*

Q. At what hour should the *men for duty* on the following day be warned?

A. If possible, at the hour of the evening roll call. [*

Q. When men are awarded *punishment drill*, what is the usual method of ensuring that the awards are duly executed?

A. The awards are read by the serjeant-major to the orderly serjeants, by whom they are entered in the punishment rolls of the companies concerned, the men being warned forthwith. [*

Q. How should the orderly serjeants be dressed when they *copy orders*?

A. With side arms and sashes, unless suddenly assembled at an unusual hour, when they may appear in fatigue dress. [*

Q. At what hour should the orders of the day be read to the company by the orderly serjeant?

A. At that of the evening roll call. [*

Q. When a soldier is confined, by whom should the written *statement of his crime* be prepared for the captain's signature?

A. By the orderly serjeant. [*

Q. Whose duty is it to see that prisoners in the guard room are supplied with their greatcoats and such articles of necessaries as may be required?

A. It is the duty of the orderly serjeant of the company to which they belong. [*

Q. When a *soldier is found to be absent* at any roll call, what is the orderly serjeant's duty regarding him?

A. To make out a written report of the absentee, according to established form, and hand it to the officer who collects the reports; to take possession of his kit, and, with the orderly corporal, make an inventory thereof; and to hand over his rifle, accoutrements, ammunition, and effects, with the inventory, to the pay serjeant of the company. [*

Q. Detail the general *duties of the orderly corporal* of a company.

A. To be present when the roll is called at all roll calls; to parade the sick soldiers of the company and march them to hospital, making over their necessaries regularly to the hospital serjeant; to take charge of the company's market party when purchasing articles of messing, and pay for the same; to show orders to officers; and generally to assist the orderly serjeant in the performance of all his duties, and act under his immediate orders. [*

(4.) *Non-commissioned Officers in Charge of Rooms.*

Q. How many non-commissioned officers should there be in each barrack room ?

A. At least one. [*

Q. What are the *duties* and responsibilities of the *non-commissioned officer in charge of a barrack room* ?

A. He is responsible for the discipline and behaviour of the men, the cleanliness and regularity of the room, the good order of the arms, accoutrements, and necessities, and for the due preservation of barrack furniture, utensils, &c. It is his duty to keep the roster of orderly men in the room, to see that the men clean their arms and appointments, and that the ventilation of the room is attended to. [*

Q. Whose duty is it to see that the men dress properly, and in good time for parade and other duties, and that the knapsacks are properly packed with the articles required by regulation ?

A. It is the duty of the non-commissioned officer in charge of the room. [*

Q. What is it the duty of non-commissioned officer in charge of a room to do in order that all *barrack damages* may be properly assessed ?

A. He should trace all damages to the individuals responsible for them, reporting their names to the pay serjeant of the company, in order that they may be charged for the same, and that general charges against the men may be avoided. [*

Q. What is the duty of the non-commissioned officer in charge of a barrack room with regard to the effects of a soldier who absents himself ?

A. To assist the orderly serjeant in securing them at once, in order that an inventory may be made of them. [*

(5.) *Privates, Recruits, Squads, Company Fatigue Duties, Hair-cutting.*

Q. How should all companies be divided for the purpose of superintendence by the subaltern and non-commissioned officers ?

A. Into four *squads*. [*

Q. In quartering men in camp or barracks, should they be told off to their tents or rooms by squads ?

A. Yes; the men of each squad should be kept together as much as possible. [*

Q. In forming a company in squads, how should the old soldiers be distributed ?

A. In as nearly equal numbers in each squad as possible. [*

Q. In whose immediate charge should every *recruit* on first joining be placed, in order that he may receive proper instruction in cleaning his appointments, and have a good example of order and regularity set him?

A. In that of a well-conducted, steady old soldier. [*

Q. By whom should the *passages and stairs* of a company's barracks be kept clean?

A. Two men are generally detailed daily for the purpose. [*

Q. By whom should the grates, fireplaces, tables, forms, windows, and floors of each barrack room be kept clean?

A. Two orderly men are generally told off daily in each room for the purpose. [*

Q. Whose duty is it to keep in good order the cots, shelves, &c., of *soldiers absent on duty or pass*?

A. It is the duty of the absent soldier's comrade, if he have one present,—if not, the orderly men of the room should do what is necessary. [*

Q. Are soldiers permitted to leave their *articles for cleaning* appointments, brushes, &c., lying about on the shelves or tables?

A. No; everything must be in its place, and all untidiness avoided. [*

Q. Where should *each soldier's name* be placed in the barrack room?

A. A card with each soldier's name should be attached to the bed head, or to the shelf behind it. [*

Q. By whom should the men's *hair* be cut?

A. A non-commissioned officer is generally appointed for the purpose. [*

Q. Should the non-commissioned officers generally be permitted to exercise their discretion as to ordering men to have their hair cut?

A. No; the hair of every soldier in the company should be cut periodically, in accordance with regulation, at such times as the captain may appoint. No soldier's hair should be cut at any other period of the month except at his own request, or by order of an officer or the colour sergeant. [*

(6.) *Arms, Ammunition, Appointments, and Necessaries of a Company.*

Q. What record should be kept in every company of the *distribution* and state from day to day of the *arms, ammunition, and accoutrements*, and of the barrack furniture and bedding, &c.?

A. A book should be kept, in which every rifle and set of accoutrements is accounted for as being in possession of a particular

soldier, or in store, armourer's shop, on detachment, &c. The ammunition, furniture, bedding, &c., should be accounted for in the same way, and the total of each article should correspond with the numbers with which the company stands charged in the quartermaster's books.

Q. *Before arms are issued* to a soldier, what steps should be taken to ensure that they are in a proper state of repair, in order that no doubt may afterwards arise as to the soldier's responsibility regarding them ?

A. Before being issued they should be examined by the armourer. Arms which have been in a soldier's possession should, on being returned into store, be inspected by the armourer, in order to have their defects made good before being again issued.

Q. Is a soldier bound to report immediately to his officer any damage which his arms may have sustained ?

A. Yes.

Q. How often should soldiers be required to *clean their arms* and appointments ?

A. Daily, or oftener if necessary. On returning from a duty or parade the soldier's first employment should be to put his arms and appointments in a thorough state of good order.

Q. With what should the *pouches* be cleaned ?

A. With grease and blacking ;—the use of any other composition is forbidden.

[H. G. Order, 16th Dec., 1856.]

Q. Are the men permitted to use pipe clay or any composition in cleaning their *haversacks* ?

A. No ; they should use nothing but soap and water.

Q. Are soldiers permitted to *exchange their arms*, accoutrements, or necessities, with other soldiers, or to borrow or lend them for temporary use ?

A. No ; they should be forbidden to do so.

Q. What instructions should be given to the soldier with a view to preserve his clothing and necessities in a clean and creditable state in the barrack room ?

A. Cloth clothing should be at all times neatly folded and deposited on the shelf, or otherwise according to regimental order. Underclothing and small articles should be kept in the knapsack, and boots at the foot of the cot.

Q. What provision is made for carrying on a march the articles of necessities which the men are not required to carry in the knapsack ?

A. *Squad bags*, at the rate of one for every twenty-five men, are provided and carried at the public expense.

[H. G. Order, 16th Nov., 1859.]

Q. Are soldiers permitted to employ the regimental tailor and

shoemaker for such work or repairs as they may themselves think necessary?

A. No; the regimental tradesmen should be forbidden to execute work for soldiers except on the requisition of the officers or pay serjeants. [*

(7.) *Messing and Washing of a Company.*

Q. Describe a company's *mess roll* and the method of keeping it.

A. It is a roll containing the names of the men, with a column for each day of the month. Every man should be accounted for daily, in the columns opposite his name, as in mess or otherwise. The entries in the mess roll should be inspected daily by the officer who superintends the issue of pay. [*

Q. What is a *ration return*?

A. It is a return furnished daily to the quartermaster by each company, showing the number of rations of bread and meat required for its subsistence on the following day. [*

Q. When a soldier is admitted to hospital, is he in mess on the day of admission? and when he is discharged from hospital, is he in mess on the day of discharge?

A. He is in mess on the day of admission, as the messing is purchased and the ration return is made out on the previous day. For the same reason he cannot be in mess on the day of discharge. [*

Q. By whom is the *cooking* for a company performed?

A. Two men are generally detailed weekly for the purpose, the whole company taking the duty in turn. When a young soldier is detailed for this duty, it should always be in company with an old soldier who has had experience in cooking. [*

Q. What are the duties of the cook's corporal?

A. To take care that the kitchens, coppers, &c., are kept clean, and that the fires are lighted and the meals prepared in good time. He is responsible that the meat and articles of messing are all duly made use of, and that no peculation takes place. He is likewise responsible for the preservation of all kitchen stuff, in order that it may be disposed of in accordance with general orders. [*

Q. To whom should the soldier's *washing* be entrusted?

A. To the wives of soldiers on the strength of the company, in equal proportions. [*

Q. Should the wives of serjeants be permitted to wash for the men?

A. No. [*

SYSTEM OF KEEPING A COMPANY'S ACCOUNTS.

(1.) *General Principles.*

Q. Under what distinct heads may a company's accounts be classified?

A. Under two, viz, 1st. The accounts between the public (represented by the paymaster) and the company (represented by the captain); and, 2d. The accounts between the company and the men. [*

Q. Whether is the paymaster or the captain responsible for the accuracy of the accounts *between the public and a company*?

A. Both are directly and personally responsible—the paymaster to the war office, the captain to his commanding officer. [*

Q. Has the paymaster any responsibility regarding the accounts *between a company and the men*?

A. No; the captain is alone responsible. [*

Q. What accounts are kept between the public and a company?

A. The pay list and paymaster's general account with the company. [*War Office Directions on Pay List.*

Q. What accounts are kept between the company and the men?

A. The ledger, day book, and savings' bank ledger, the latter being exclusively devoted to the savings' bank accounts.

[*Q. Reg., Books.*

(2.) *Accounts Between a Company and the Public.*

Q. What is a *pay list*?

A. It is a claim by the captain against the public, for the amount of pay and allowances due to the company for the services of the men during the preceding month, less authorized deductions. [*

Q. Describe the manner in which the pay list is made out.

A. The name of every non-commissioned officer and soldier is entered. In the columns opposite each man's name are stated the number of days for which he is entitled to pay, extra pay, or allowances, and the number of days for which he is liable to stoppage of his pay on any account. The amount in each rank due having been calculated, and the deductions made from the total, the result is the net amount of the pay list, as claimed by the company for the month. [*

Q. Should a company's pay list be made out by the paymaster or by the captain?

A. By the captain, and it should be transmitted to the paymaster immediately after the expiration of the month.

[*Directions on Pay List.*

Q. For what purpose is a company's pay list transmitted by the captain to the paymaster?

A. For examination, and for a comparison with the charge for the same company in his public accounts with government, as the two accounts should agree together. [*Idem.*]

Q. Should the paymaster think corrections necessary in a company's pay list, what course should he pursue regarding them?

A. He should communicate them to the captain for his concurrence. [*Idem.*]

Q. After the company's pay list has, with the concurrence of the captain, been corrected by the paymaster, what should the latter enter on the back of the pay list for the captain's information?

A. An abstract of his general account for the month with the company. This statement is generally called the "Paymaster's Abstract." [*Idem.*]

Q. In what manner is *cash* issued by the paymaster for the subsistence of a company during the month?

A. It is issued by advances on account weekly, or oftener if necessary. Before receiving the last advance the captain should submit to the paymaster an approximate estimate of the amount required to complete the payment of the company for the month. [*]

Q. Describe the *paymaster's abstract*, and the manner in which it should be made out.

A. It is the final settlement for the month between the public and the company. The company is credited with any sum that may have remained due to it on account of the previous month, with the net amount of the pay list, with such withdrawals from the savings' bank as the captain may have paid, and with such other sums as may be due to the company, or to any of the individuals composing it. The company is, on the other hand, debited with any sum that may have remained due to the public on account of the previous month, with the advances of cash made on account by the paymaster, with the quartermaster's and other charges, with non-effective balances and deposits in the savings' bank, and with any sums which may have been paid by the paymaster on account of the company. [*]

Q. May the *balance of the paymaster's abstract* be carried on from one pay list to another?

A. Yes.

[*War Office Explan. Dir., Pay Lists.*]

Q. How should the money received by captains as *savings' bank deposits* be disposed of?

A. The amount being credited in the soldier's savings' bank account, the cash, which becomes public property, should be applied

by the captain to the payment of such public services as it is his duty to defray. [*War Office Warrant, 31st August, 1861.*]

Q. When a deposit in or withdrawal from the savings' bank is made, what intimation thereof is to be given to the paymaster, in order that he may make the necessary entry in his account with the company?

A. A statement of all deposits and withdrawals in the different companies of the regiment is transmitted monthly to the paymaster from the orderly room. [*Idem.*]

Q. Before charges from the quartermaster, school, library, or other department of the regiment, are presented to the paymaster for recovery from the companies, what steps should be taken to guard against error or dispute?

A. They should be submitted to the captains concerned, in order that they may attest their accuracy by counter-signature. [*]

Q. By whom should charges against companies for work done by the regimental tradesmen, viz., armourer, tailor, and shoemaker, and charges from the barrack department for damages, be liquidated?

A. By the paymaster, under the authority of the commanding officer, the amount being recovered in his account with the companies. [*]

Q. When one company has a pecuniary claim against another company, in what manner may the amount thereof be recovered through the paymaster?

A. The claim being signed by the captain preferring it, and countersigned by the captain admitting it, the paymaster may credit the amount to the former, and charge it to the latter, in their abstracts. [*]

Q. What is a non-effective account?

A. It is a statement of the account of a deceased soldier or deserter, rendered by the captain of his company to the paymaster, together with the inventory of his effects and particulars of sale thereof. The amount of pay and other sums due to the soldier to the date on which he became non-effective, and the amount realized by the sale of his effects, are placed to credit; the ordinary stoppages and regimental debts to the same period, and in the case of a deceased soldier, his funeral expenses are debited. The non-effective account should agree in every particular with the man's account in his company's ledger. [*]

Q. What is the total amount which may be expended on the funeral of a deceased soldier?

A. One pound fifteen shillings. [*Royal Warrant, 1st July, 1848.*]

Q. When the local charges at any place necessarily cause an excess over the authorized charge for a soldier's funeral, how may the amount of excess be recovered by the captain?

A. A special representation is to be made to the war office, with a view to the charge being admitted against the public.

[*War Office Circular, 20th January, 1860.*]

Q. When a soldier's *non-effective account* shows a balance either way, to whom is the balance due, and in what manner is it recovered?

A. Whether debt or credit, it is due to the public, and must be recovered through the abstract from his company, for the purpose, if it be a credit, of being disposed of as directed in the Articles of War.

Q. When the balance of a soldier's non-effective account is a debt, and the same has been recovered through the abstract from his company, by whom must the amount be made good to the company?

A. By the captain.

Q. When a *will* is found amongst the effects of a deceased soldier, what should be done with it?

A. It should be forwarded with his non-effective accounts.

[** War Office Explan. Dir., Effects and Credits.*]

Q. When *railway warrants* for the conveyance of soldiers or their families, which are not chargeable to the public, are issued by district or other paymasters, under proper authority, by what means is the charge to be recovered by the public?

A. The paymaster of the regiment will recover the amount through the abstract of the company to which the individuals concerned belong.

Q. What is the *contingent allowance* of a company, and for what purpose is it granted?

A. It is an allowance to the officer commanding and paying a company, as an indemnification for the expense of repairing arms, and of burials when the soldier's effects are insufficient for the purpose, and for losses incurred by the captain in consequence of the debts of men who become non-effective.

[*War Office Regulations.*]

Q. What are the rates of contingent allowance granted to officers commanding companies of infantry at home and abroad?

A. One shilling per diem for a company of fifty men, and sixpence extra for every twenty-five men above that number. When the number exceeds one hundred, the allowance is fixed at two shillings and sixpence per diem.

[*Idem.*]

Q. In what manner is the contingent allowance paid to the officers entitled to receive it?

A. It is credited to the companies in their abstracts, and is paid by the companies to the officers concerned.

[***]

Q. When a soldier has been placed, by *sentence of a court-martial*, under *stoppage of pay*, to make good a free kit or bounty fraudu-

lently obtained, or any loss of or damage to public property, in what manner is the amount realized on this account to be recovered from the company by the public?

A. An intimation of the sums recovered on this account from the men should be sent periodically to the paymaster from the orderly room, in order that he may charge the same to the companies concerned, and account for it to the public. [*

(3.) *Accounts Between a Company and the Men.*

Q. In keeping the accounts of his company with the men, what objects should a captain keep steadily in view in order to protect the interests of the soldier, and to guard himself from loss?

A. To make sure, first, that sums credited to the company are duly paid to the individuals entitled to receive them; and second, that sums charged to the company are recovered from the persons concerned. [*

Q. What record is kept in every company of the daily payments to non-commissioned officers and men?

A. A pay sheet for each month. [*

Q. Describe the *pay sheet* of a company.

A. It contains the name of every non-commissioned officer and soldier, and a column for each day of the month, in which the pay issued is to be entered. The rate of each soldier's pay is set opposite his name, as well as the balance, whether debt or credit, of his preceding month's account. There are columns for the daily, weekly, and monthly addition of the pay issued. The pay sheet is so arranged that the accuracy of the addition of the total pay issued during the week or month to each individual may be checked by the addition of the total pay issued on each day to the company. [*

Q. What information should the column of remarks in the pay sheet contain?

A. The cause of any stoppage of pay which may have been made, or of the absence of any soldier from the issue of pay, if not otherwise accounted for. [*

Q. How often should the pay sheet be examined by the captain?

A. Daily. [*

Q. Should the payment of bounties, cash payments, or bills of any kind be entered in the pay sheet?

A. No; as such payments are always entered under a separate head in the ledger, they would appear twice if included in the daily payments. [*

Q. Describe the *day book* of a company and the description of entries which should be made therein.

A. It is simply a memorandum book, and, being one to which frequent reference is made, is of pocket size. A page is allotted to each soldier, in which he is debited with the several articles of regimental necessities, and such cash as he may from time to time receive, for which he is liable to be charged out of his pay.

[Q. *Reg., Books.*

Q. Should daily payments and general charges, such as barrack damages, washing, &c., be entered in the day book?

A. No.

[H. G. Order, 3d July, 1857.

Q. Should the items in the day book be entered monthly, or at the time at which the article is issued or payment made?

A. They should be entered without delay at the time of issue or payment.

Q. What information should the entries in the day book furnish in addition to the description of the articles or the amount of the payment?

A. The date of issue or payment and the exact cost of the articles.

[H. G. Order, 3d July, 1857.

Q. In whose presence should cash payments to soldiers be made?

A. In presence of an officer.

Q. In what manner should each soldier's account in the day book be closed at the end of a month?

A. By drawing a line across the page immediately below the last entry.

Q. Should the page in the company's ledger at which the soldier's account may be found be noted against his name in the day book, and *vice versa*?

A. Yes.

Q. How often should the *bills of a company* (such as those for messing, washing, and hair-cutting) which are not liquidated through the paymaster be paid by the captain?

A. All bills should be paid monthly, except those for articles of messing, which should be settled daily at the time of purchase.

Q. Describe a *company's ledger*.

A. It consists of four quires of foolscap paper, with columns for the several articles with which a soldier is debited and credited. Every man is to have a clear leaf of the ledger to himself, with his name and number distinctly written on the top of each page.

[Q. *Reg., Books.*

Q. May a new account be opened on a leaf in the ledger containing the account of any man who may have become non-effective?

A. No.

[H. G. Order, 3d July, 1857.

Q. When soldiers are transferred from one company to another,

should the leaf containing their ledger account be transferred with them?

A. Yes.

[*H. G. Order, 3d July, 1857.*

Q. How often and in what manner should each soldier's account in the ledger be written up and closed?

A. It should be written up and closed on the last day of each month. The amount of all pay, extra pay, and allowances to which the soldier is entitled for the month is to be credited to him. He is to be debited with messing (including the price of the ration), daily payments, hospital and other charges, and the articles or payments noted in the day book. The account is then to be balanced, care being taken when closing it to leave a convenient space for the man's signature, as an acknowledgment of its correctness.

[*Idem. Q. Reg., Books.*

Q. Describe the manner in which entries in the company's ledger are to be made.

A. The rate of all pay and allowances, as well as of messing and other charges, is to be stated. All articles are to be detailed, the price and date of issue of each being specified. The entries in the day book are to be transcribed into the ledger without contractions, and no two entries should be made on the same line unless the articles have been issued on the same day.

[*H. G. Order, 3d July, 1857.*

Q. Is it expected that the amount issued to the soldier, under the head of "daily payments," during the month should exactly balance his account in all cases?

A. No; as the men should receive the residue of their pay, after paying for their living, in daily proportions as nearly equal as possible, a balance of a few pence, one way or the other, at the end of the month, will occasionally occur.

[*Idem.*

(4.) *Monthly Settlement of a Company's Accounts.*

Q. Describe how the *monthly settlement of a company's accounts* with the men is to be made.

A. Captains are required at the monthly period of settlement to explain personally to their men the several items with which they may be debited and credited. Every man who can write, however badly, is to be required to sign his own name to his account (or if he cannot write, to make his mark, duly witnessed), in presence of the captain, who will sign it at the same time, and whose signature is to be considered a voucher that he actually saw the man attach his signature to the account after having had it read over and explained to him.

[*Idem. Q. Reg., Interior Economy.*

Q. May the pay sergeant of the company sign his name as a witness to a soldier's mark in his account?

A. No. [H. G. Order, 3d July, 1857.]

Q. Is the individual who signs his name as a witness to a soldier's mark in his account responsible in any way for the accuracy of the account?

A. No; he is simply a witness to the fact that the soldier has acknowledged the correctness of the account by attaching his mark to it. [Idem.]

Q. Which side of a soldier's account should be signed by the captain at the monthly settlement, and which by the soldier?

A. When the soldier is in debt or credit the captain will sign his name under the balance. When the account balances he will sign the credit side. The soldier will in all cases sign the opposite side. [Idem.]

Q. Is it necessary that the balance of a soldier's account should be entered in his pocket ledger, and in the acquittance roll, and be signed at the actual time of settlement?

A. It is. [Q. Reg., Interior Economy.]

Q. By whom should the entry in the pocket ledger be signed?

A. If a credit, by the officer commanding the company; if a debt, by the soldier; if neither debt nor credit, both officer and soldier should sign the book. [Idem.]

Q. Before the men sign the acquittance roll, what should invariably be read to them?

A. The declaration at the top thereof, to which they attach their signatures. [*]

Q. What is contained in the declaration at the top of the acquittance roll to which the men attach their signature?

A. An acknowledgment that the account of each soldier for the month is correct, and that the balance is accurately stated. [*]

Q. What certificate should be entered in the acquittance roll by the captain, in his own handwriting, for the commanding officer's information?

A. That the monthly settlement has been duly made, the accounts read and explained to the men, and that all claims against the company have been liquidated. [*]

Q. When men are absent from the monthly settlement, although in the company's payment, should their names and the balance of their accounts appear in the acquittance roll?

A. Yes; the cause of absence being stated in the column of remarks. [*]

Q. What information must every captain be prepared to give to the commanding officer regarding the debts and credits of his company?

A. A full explanation as to each debt or credit; and he should be prepared to show that every balance of more than a few pence has been caused by unavoidable circumstances, and not by neglect in failing to issue the proper amount of pay daily, or to impose the authorized stoppages. [*

Q. Detail some of the circumstances which, being unavoidable, are held to be valid reasons for the existence of unusually large debts or credits in the acquittance roll.

A. If a debt has been caused by desertion or other crime, by an unexpected charge from the paymaster, by accidental damage to arms, &c., by the supply of an expensive article of necessities, or by anything which could not have been foreseen, it may be considered an unavoidable one, provided the full amount of authorized stoppages possible under the circumstances has been imposed. A large credit may be justified by the fact that the soldier has been for a considerable time in hospital, or under stoppages for an article of necessities not yet issued to him, or that a sum of money has been credited to him on some accidental account by the paymaster. [*

Q. In whose hands are soldiers' credits to be retained until they can be paid to them in accordance with regulation?

A. In those of the captain. [*

Q. Should the *accounts of men in hospital* be read and explained to them at the monthly settlement?

A. Yes. [*

Q. What should be done with the *accounts of men on furlough* at the monthly settlement?

A. They should be made up, a copy being transmitted to the soldier. [*

(5.) *Savings' Bank Accounts of a Company.**

Q. Describe a company's *savings' bank ledger*.

A. It contains the savings' bank account of the non-commissioned officers and soldiers of the company. Every man is to have a page of the ledger to himself, with his name and regimental number distinctly written at the top. There is a line for every month, a space being left between each quarter, and columns for deposits, withdrawals, and the quarterly balance. A margin is left at each extremity of the page for the deposit and withdrawal receipts, and for the signature of the commanding officer to the quarterly balance. [*

Q. What *information* are captains of companies required to transmit to the orderly room *regarding the deposits and withdrawals* made in the savings' bank accounts of their companies?

* For Savings' Bank Accounts of a Regiment, see Section V.

A. A statement, according to the prescribed war office form (No. 2), of all deposits and withdrawals, duly signed, is to be transmitted to the orderly room, immediately after each monthly settlement, by the captains, in order that the required entries may be made in the *regimental* savings' bank ledger, and that the monthly statement (Form No. 3) of deposits and withdrawals may be furnished to the paymaster for adjustment with the companies concerned.

[*War Office Warrant, 31st Aug., 1861.*]

Q. May money deposited in the savings' bank by a soldier be transferred to any third party, or withdrawn, except under his own order?

A. Not unless the same, or any portion thereof, become forfeited to the public.

[*Idem.*]

Q. When a soldier *withdraws money* from the savings' bank, must it be paid to him personally, and what receipts are to be taken?

A. When possible, it should, his receipt being attached to the savings' bank ledger of his company. He is likewise to give a receipt in the required form, for transmission to the war office.

[*Idem.*]

Q. At what time only may *deposits* be made and entered in the savings' bank ledgers of companies?

A. Once in each month, viz., on the day of settlement.

[*Idem.*]

Q. In what manner is the receipt of all deposits in the savings' bank to be acknowledged?

A. By the signature of the captain in the company's savings' bank ledger.

[*Idem.*]

Q. Should any notice be taken of a soldier's *savings' bank balance* in his *pocket ledger*?

A. Yes; the sum due to the soldier on the day of monthly settlement by the savings' bank should be entered in the prescribed form, the entry being signed by the captain.

[*]

Q. When a soldier desires to withdraw the whole, or any part of his deposit from the savings' bank, what notice is he bound to give to his captain?

A. At least seven days' notice, in order that the necessary arrangements may be made for repayment of the amount at the next day of monthly settlement.

[*War Office Warrant, 31st Aug., 1861.*]

Q. Is a captain authorized to dispense with the usual notice, and to make *payment forthwith of a withdrawal* from the savings' bank?

A. If he is satisfied of the urgency of the case, and that the immediate withdrawal of the deposit would be for the advantage of the soldier, he is.

[*Idem.*]

Q. When the captain of a company has strong grounds for believing that a soldier intends to make an improper use of his money, may he *decline to allow him to withdraw* it from the savings' bank?

A. He may, until the commanding officer of the regiment or station has been referred to. [*War Office Warrant, 31st Aug., 1861.*]

Q. Before a soldier who has money in a *civil savings' bank* can make a deposit in a military savings' bank, what must he do?

A. He must withdraw his deposit from the civil savings' bank.

[*Idem.*]

Q. If a soldier withdraw from a civil savings' bank, and deposit in a military bank, £45, of which £15 had been placed in deposit on or after the 1st of April preceding, what further sum can he be permitted to deposit at interest within the year ending on the next 31st March?

A. £15, the sum required to make his total deposits for the current year up to £30.

[*Idem.*]

Q. When a soldier desires to withdraw his deposit from a civil savings' bank in order to deposit it in a military savings' bank, but, from being at a distance, is unable to attend personally for the purpose, what steps should he take?

A. He must give an order for the withdrawal of his deposit, with the interest due thereupon, in favour of the regimental agent or paymaster, signed by himself in the presence of, and witnessed by his commanding officer; which order, together with the soldier's civil savings' bank book, will be transmitted to the agent or paymaster, who, on receiving the amount, will acquaint the commanding officer with the date of payment and the amount received, specifying how much of it had been placed in deposit on or after the preceding 1st of April. The amount will then be credited to the soldier in the military savings' bank, interest being calculated from the next settlement.

[*Idem.*]

Q. When a soldier who is *about to be discharged* expresses a wish to have his deposits in the military savings' bank *transferred to a civil savings' bank*, what steps should be taken?

A. The soldier should be warned that such transfer is made solely upon his own responsibility, and at his own risk, and he should be required to give some written instructions for the new account to be opened, which would be held to be a sufficient authority to the civil savings' bank to receive the sum and place it to his account.

[*Idem.*]

Q. When a depositor in a military savings' bank is *transferred from one regiment or company to another*, or from the service companies to the depot, what is done with his deposit?

A. It is transferred with him.

[*Idem.*]

Q. When a soldier's savings' bank account is transferred from one regiment or company to another, what is done with the interest for the current quarter?

A. If the date of transfer be the last day of a month, the interest

to that day is added to the principal; if otherwise, it is calculated to the last day of the preceding month. In both cases principal and interest are transferred in one sum.

[*War Office Warrant, 31st Aug., 1861.*]

Q. When a soldier who has a deposit in a military savings' bank is transferred to or from the service companies or depot, or from one regiment to another, or from one company to another, in what manner is the amount of his account to be transferred with him?

A. The captain of his company is to furnish the captain of the company to which the man is transferred with a statement (upon the Form A., W. O., 380) of the balance due to the soldier. The captain of the company to which the soldier is transferred will, on receipt of the transfer statement, open an account for such soldier in his own company ledger, and insert the balance as reported to him.

[*Idem.*]

Q. In all cases of transfer, what must be noted in the savings' bank ledgers of the company giving and the company receiving the transfer?

A. The transfer of the soldier is to be noted upon his account in the ledger of the company giving the transfer, and the date of the transfer is to be recorded upon the face of the man's account in the ledger of the company to which he is transferred.

[*Idem.*]

Q. When a soldier is transferred, whether is it the duty of the captain making or of the captain receiving the transfer to state the transferred soldier's savings' bank account in his annual abstract?

A. Both captains will state the account in their annual abstracts as it stands in the ledgers of their companies.

[*Idem.*]

Q. May the removal of a soldier's savings' bank balance from one military savings' bank to another be, under any circumstances, effected by a remittance of money?

A. No; it may only be effected by the transmission of the authorized transfer statements.

[*Idem.*]

Q. When *deserters return to their regiments*, and have their savings' bank deposits restored to them under special authority, is any deduction to be made from the amount of interest on account of the period of absence?

A. No.

[*Idem.*]

Q. When a soldier dies, on what date is the interest on his deposits to cease?

A. On the day of monthly settlement next after his decease; or, in case of decease upon a day of monthly settlement, on the date of his death.

[*Idem.*]

Q. When from peculiar circumstances, such as distance of station or otherwise, the savings' bank deposits of a soldier, temporarily attached to a company to which he does not belong, are received or

paid by the captain of such company, what course should be pursued regarding them?

A. The captain who pays or receives the deposit will account for the same in the usual manner, in the statement (Form No. 2) which he transmits monthly to the orderly room, noting therein, opposite the man's name, the number of the company to which he actually belongs, and in the savings' bank ledger of which his account is still to be kept. The number of the company to which the soldier is attached is likewise to be noted on the face of his account in the savings' bank ledger of his own company.

[*War Office Warrant, 31st Aug., 1861.*]

Q. Are *gratuities* invested in the savings' bank for the benefit of a soldier to be entered in the savings' bank ledger or abstract of the company to which he may belong?

A. No.

[*Idem.*]

Q. When a soldier *dies or deserts*, how should the captain of his company deal with his savings' bank deposit?

A. In both cases he will withdraw the amount in the usual way from the bank. In a case of death he will bring it to credit in the soldier's non-effective accounts, with his other effects; and in a case of desertion he will place it in the hands of the paymaster. [*Idem.*]

Q. For how long may a *discharged soldier* leave money at interest in a military savings' bank?

A. For six months from date of discharge.

[*Idem.*]

(6.) *Cash Account and Balance Sheet of a Company.*

Q. What two accounts should be kept by every captain, in order to ensure the proper expenditure of sums entrusted to him on account of his company, and to guard himself from loss?

A. A cash account and a monthly balance sheet of his company's affairs. [*]

Q. Describe the manner in which the company's *cash account* should be kept.

A. All sums received by the company as subsistence, savings' bank deposits, or otherwise, should be debited to that account; and all authorized disbursements, whether on account of the ordinary expenditure of the company, savings' bank withdrawals, contingent, or otherwise, should be placed to its credit. On the last day of each month the cash account should be balanced and closed. [*]

Q. May a captain rely on finding that the cash actually in the hands of his company, if accurate in amount, is sufficient at all times to liquidate every claim against his company for the month, provided the paymaster has credited to it all that is due?

A. No; it occasionally happens that the assets of a company, such as the debts of the men in the acquittance roll, sums due by other corps or companies, the credit of the paymaster's abstract, &c., &c., although eventually recoverable, are not immediately available, and that a temporary insufficiency of the company's cash in hand to discharge its liabilities at the end of a month is to a trifling extent the result. [*]

Q. Is a captain permitted to short pay his men during the month, so that the credits due to them, and retained in his hands, may be sufficient in amount to balance the debts?

A. No. [H. G. Order, 3d July, 1857.]

Q. Is a captain justified in postponing the payment of any of his company's bills when, owing to the assets of his company not being immediately available at the close of a month, the cash in hand is temporarily insufficient to discharge its liabilities?

A. No; such a course, besides being opposed to the spirit of Her Majesty's Regulations, is inexpedient on the captain's own account, as there is no more common cause of error and loss than the practice of allowing the bills of a company to stand over for a single day after they are due. [*]

Q. When, in consequence of the assets of a company not being immediately available, a temporary deficiency of cash actually in hand occurs, by whom should the sum required to make it good be advanced, and how is it to be recovered?

A. By the captain; the amount being recovered out of the next issue of subsistence, or as soon as the assets in question are realized. [*]

Q. If, in consequence of debts which are not recoverable, or of errors which cannot be traced and rectified, or of any actual loss caused by negligence or otherwise, a deficiency be found to exist in a company's cash, who is responsible for the same?

A. The captain must not only make good the pecuniary loss, but will be required to account satisfactorily for its occurrence. [*]

Q. Explain the object and nature of a *company's balance sheet*.

A. To enable the captain, by balancing the assets of his company against its liabilities, to show and record the exact state of its affairs at each period of monthly settlement. If the assets and liabilities, when correctly stated, exactly balance, the accounts for the month have been correctly kept, and no loss has been sustained. If the liabilities exceed the assets, the company has lost money, either through bad debts or through error, which it is the captain's duty to make good. If the assets exceed the liabilities, an error has occurred, or a payment has been omitted, which it is the captain's duty to discover and rectify. [*]

Q. What description of items should be included under the heads of assets and liabilities in the monthly balance sheet of a company?

A. The credit (if any) of the paymaster's abstract, the debts of the men as per acquittance roll, sums charged to the company by the paymaster too late for entry in the men's accounts, the cash in hand on the last day of the month (if any), and all recoverable sums due to the company, are *assets*. The debt (if any) of the paymaster's abstract, the credits of the men as per acquittance roll, sums credited to the company by the paymaster too late for entry in the men's accounts, the cash (if any) advanced by the captain, and any sum unavoidably remaining due by the company on the last day of the month, are *liabilities*. [*

(7.) *Taking over a Company.*

Q. When a company is taken over by one officer from another, *what is the usual method adopted?*

A. The officer taking over the company receives into his charge, from the officer giving it over, the whole of the public property, books, necessities, and accounts. Having ascertained that all are forthcoming in good order and correct, and that all claims against the company have been settled, both officers forward to the commanding officer certificates, according to form, of the transfer having been effected. [*

Q. When an officer takes over a company, what articles of *public property* does he receive into his charge and become responsible for?

A. The arms, ammunition, accoutrements, haversacks, great-coats, squad bags, barrack furniture, utensils, and bedding. [*

Q. How may the officer taking over a company ascertain that all articles of public property are forthcoming?

A. By a reference to the list of public property with which the company stands charged in the quartermaster's books. [*

Q. In order to protect himself from the risk of loss, by whom should the officer taking over a company require *the arms to be inspected* at the time of transfer?

A. By the armourer. [*

Q. When an officer takes over a company, what *books and documents* should he receive into his charge?

A. 1. The books required by regulation; 2. Books and documents connected with the musketry instruction of the company; 3. The serjeants' copies of the field exercise book; 4. The duty roster; 5. A state and distribution of the company on the day of transfer. [*

Q. In taking over the books, &c., of a company, what should be particularly looked to?

A. That all entries required by regulation have been made up to the date of transfer. [*

Q. How should the *necessaries* of a company be taken over?

A. Each man should be required to lay down his kit, and the officer should ascertain that every article, both of clothing and necessaries, is forthcoming in good order and properly marked. He should likewise ascertain that the proper entries are made and duly signed in the pocket ledgers. [*

Q. What method should be adopted in taking over the *accounts* of a company?

A. The officer taking them over should ascertain—1st. That the entries have been properly made and signed; 2d. That the men have no unsettled claims on any account; 3d. That all the bills and other claims against the company have been settled; and, 4th. He should require the production of the last acquittance roll and balance sheet, and a statement of cash received and expended since the date thereof, showing the balance on hand at date of transfer. [*

Q. Is an officer bound to take over all the *debts* of a company as they stand in the acquittance roll, or at the time of transfer?

A. No; he is not bound to take over more than £10 with a company, or 10s. with an individual. The difference, however, when recovered from the men, is to be remitted to the officer entitled to receive it. [*

SECTION V.*

THE QUEEN'S AND WAR OFFICE REGULATIONS.

(1.) *Honours, Salutes, &c.*

Q. When regiments meet on the march, what compliments are paid?

A. The regiment inferior in rank halts, forms, and salutes the other, which proceeds on its march. [*Q. Reg., Honours, &c.*]

Q. What is the rule as to compliments when a regiment inferior in rank, with colours, meets another without colours?

A. The regiment with colours is to be saluted by the other. [*Idem.*]

(2.) *Duties in the Field, Route-Marching, Gun Exercise, Staff Officers.*

Q. State the points which are most essential to the reputation and success of an *army in the field*?

A. The maintenance of discipline and a constant preparation for active service, and for the immediate and advantageous disposal of every description of force of which the army may be composed.

[*Q. Reg., Staff Officers.*]

Q. Detail the heads of information which it is of most importance to acquire in forming a plan for the *defence of a district or country.*

A. Accurate information of disposable military bodies, and the extent to which their numbers may be carried in case of emergency;—information as to resources in regard to provisions, labourers, horses, and the means of transport;—accurate knowledge of the strong features of the country, of military depots, of fortified places and their means of defence, and of every particular which may increase the power of acting with advantage against an invading enemy;—acquaintance with the assailable points of the country. [*Idem.*]

Q. Should reliance be placed on *guides* when in the field or in the vicinity of an enemy?

A. No; the eye and intelligence of the principal officers must

* Corresponding with Paragraph 18 of the *Horse Guards Examination Order.*

determine the movements of troops, and enable them to seize and improve every advantage. [Q. Reg., Staff Officers.

Q. What are the regulations regarding *route-marching*?

A. Troops are to be marched out at least once a-week, in marching order, care being taken that every man has his kit in his knapsack. The marches should be eight or ten miles out and home, and should take place after the men's breakfasts. Everybody is to be in the ranks except cooks and men at rifle practice. [Idem.

Q. What halts should take place when troops march out, and in what should the men be exercised on these occasions?

A. Occasional halts are to be made, and the men are to be practised in judging distance. [Idem.

Q. What are the regulations regarding the training of infantry in the *great gun exercise*?

A. Officers and soldiers are to be instructed in the exercise when practicable. [Idem.

Q. Describe shortly the duties of the assistant adjutant-general and assistant quartermaster-general.

A. The detail of the duty of the station is confided to the *assistant adjutant-general*. He is responsible for the accuracy of the district returns, and is the channel through which the orders are issued. The *assistant quartermaster-general* is charged, under the orders of the general in command, with the duty of quartering, encamping, embarking, disembarking, and moving the troops. He is to control the issue and delivery into store of camp equipage, and to arrange the accounts of expenses attending the construction of field-works. He should have a perfect knowledge of the roads and features of the country, the power of inundation, &c. [Idem.

Q. Describe shortly the duties of a *major of brigade*?

A. He is the channel through which orders are received and communicated to the troops. He is to keep the roster of brigade duties, to inspect guards, outposts, and piquets of the brigade, and is responsible that they are withdrawn when the brigade is to march. [Idem.

(3.) *Correspondence.*

Q. Through whom is the *correspondence of the army* to pass?

A. Through the military secretary, except such parts of it as relate to particular departments. [Q. Reg., Correspondence.

Q. Through whom must *applications from regiments* be transmitted to the department concerned?

A. Through the generals in command, except in the case of promotions, exchanges, and recruiting arrangements. [Idem.

Q. Are commanding officers bound to forward *applications from soldiers* under their command?

A. Only such as they consider reasonable.

[*Q. Reg., Correspondence.*]

Q. What correspondence should be addressed to the *adjutant-general*?

A. Such as relates to the arming of troops, leave of absence, discharge or transfer, appointment and removal of staff officers, recruiting, military regulations, and subjects connected with discipline, equipment, and general efficiency. [*Idem.*]

Q. By what should documents transmitted to the *adjutant-general*, except periodical returns, be accompanied?

A. By a covering letter, quoting the authority for, or explaining the object of transmission. [*Idem.*]

Q. What correspondence should be addressed to the *quarter-master-general*?

A. Such as relates to marching, embarking, disembarking, quartering, cantoning, and billeting of troops, change of quarters, and relief of detachments, barracks, fuel, forage, &c., military science, geography, and topography, maps, plans, and dispositions for defence, and routes. [*Idem.*]

Q. What are the orders as to acknowledging receipt of *routes*?

A. Receipt is to be acknowledged by return. [*Idem.*]

Q. When a route is so defaced as to be illegible, what is the penalty?

A. The sums advanced as noted thereon are a loss to the corps under whose escort such want of care occurred. [*Idem.*]

Q. What correspondence is to be addressed to the *Secretary of State for War*?

A. Such as relates to military disbursements, pay, allowances, &c., the construction and explanation of Acts of Parliament, and the civil police of the country. [*Idem.*]

(4.) *Furloughs.*

Q. May furloughs be granted to soldiers *on foreign stations*?

A. Not except on the most urgent occasions. [*Q. Reg., Furloughs.*]

Q. Are men liable to expense on account of *fees for furloughs*?

A. No. [*Idem.*]

Q. When a *regiment moves* from one station to another, by whom should a notification thereof be made to men on furlough?

A. Officers commanding companies. [*Idem.*]

Q. On *what day of the month* only should soldiers leave their regiments on furlough?

A. On the first of the month, except in urgent cases. [*Idem.*]

Q. Are soldiers to take their *arms or accoutrements* with them on furlough?

A. No.

[*Q. Reg., Furloughs.*

Q. What are the regulations regarding *sick furloughs*?

A. A distinct opinion must be obtained from the medical officer that the cases are likely to be benefited by removal; and steps must be taken to ascertain that the men's friends are in a situation to afford them aid.

[*Idem.*

Q. In the event of a soldier continuing absent, on account of sickness, beyond three months, what course is to be pursued?

A. A special report as to his case is to be obtained, and if he is not likely to become again fit for duty, a report is to be made to the adjutant-general.

[*Idem.*

Q. May a furlough be granted to enable a soldier to *act as a servant*?

A. No.

[*Idem.*

Q. Should a soldier *fail to rejoin* on or before the day on which his furlough expires, and no satisfactory account be received as to the cause of absence, how is he to be dealt with?

A. As a deserter.

[*Idem.*

Q. When a soldier receives a furlough, is he entitled to receive in one sum, on leaving his regiment, the whole of the regulated *advance of pay*?

A. The advance may be made by instalments, the first being for such period as the captain, on his own responsibility, deems necessary, according to the distance the man has to proceed.

[*Furloughs, War Office Reg., 1848.*

Q. In what manner is the advance of pay to soldiers going on furlough to be provided for by the paymaster?

A. If desired by the commanding officer, he is to issue a sufficient sum on account to the officer commanding the company.

[*Idem.*

Q. If a soldier should, at the end of the period for which he has received an advance, continue on furlough, and require a further advance, what steps are to be taken?

A. He is to apply to the officer commanding his company, who, upon showing that the man is forthcoming, is, with the commanding officer's sanction, to receive from the paymaster the further necessary advance on account, at the specified rate, upon the responsibility of the officer, by whom it is to be remitted to the man.

[*Idem.*

Q. In what manner are *remittances to soldiers on furlough* to be made?

A. By post office order, the expense thereof being charged to the man.

[*Idem.*

Q. May payments to soldiers on furlough under any circumstances be made by magistrates, or otherwise than through the officer commanding the company?

A. No. [*Furloughs, War Office Reg., 1848.*]

Q. Are soldiers to be redrilled or required to "bring up" missed duties on their *return from their furlough*?

A. They are to be redrilled, but are not to "bring up" missed duties. [*Idem.*]

(5.) *Arms.*

Q. When arms or accoutrements *are received* by a regiment, what examination of them is to be made?

A. They are to be examined immediately by a board, the packages being opened and the contents counted in its presence.

[*Q. Reg., Arms.*]

Q. When articles issued from the war office *become unserviceable*, what course is to be pursued?

A. A report is to be made to the adjutant-general. Should they not have been in use the prescribed time, the report must be accompanied by the inspection report of a board. [*Idem.*]

Q. How are all arms and accoutrements to be *marked*?

A. With corresponding numbers from 1 to the establishment of the regiment. The marking of the rifle is to be on the heel-plate. [*Idem.*]

Q. Is there any authorized charge for marking arms?

A. No; the work is to be executed by the armourer serjeant as part of his duty. [*War Office Circular, 15th, July, 1861.*]

Q. Are arms issued for temporary purposes to be marked?

A. No. [*Q. Reg., Arms.*]

Q. What is done with *chests* in which arms have been conveyed to regiments, *empty powder barrels, &c.*?

A. They are returned to the nearest storekeeper. [*Idem.*]

Q. How often should arms be *browned*, and by whom is the work to be executed and paid for?

A. Every two years, or oftener if necessary, by the armourer serjeant, without any additional remuneration.

[*War Office Circular, 15th July, 1861.*]

Q. In what manner are the materials for repairing interchangeable rifles, as well as the implements and chemical ingredients for browning the same, to be supplied?

A. At the public expense, on requisition from the commanding officer. [*Idem.*]

Q. In whose charge are articles issued to regiments for the repair and browning of arms to be kept?

A. In charge of the quartermaster.

[*War Office Circular, 15th July, 1861.*

Q. What assistance is given to the armourer to enable him to perform the service of browning arms?

A. Men from the regiment are employed under him, who receive the usual working pay. [*Idem.*

Q. What deduction is made annually from the contingent allowance of captains *in aid of the expense of maintaining arms in repair*?

A. One shilling a year for each rifle. [*Idem.*

Q. Is the armourer permitted to make any charge for the *repair of arms*?

A. Not except on account of repairs rendered necessary by the carelessness or misconduct of the soldier. [*Idem.*

Q. How are repairs to arms injured either intentionally or by carelessness to be paid for?

A. The cost of the material and repair is recovered from the men. The cost of the material is credited to the public, and the remuneration for executing the repair is paid to the armourer. [*Idem.*

Q. Who is responsible that interchangeable rifles which have not been the prescribed period in use, *if delivered into store*, are in a serviceable state?

A. The armourer serjeant. [*Idem.*

Q. What is the duty of a captain when arms in his charge are to be returned into store?

A. To give notice to the armourer, in order that the repairs may be executed. He will otherwise be responsible for charges incurred. [*Idem.*

Q. Who are responsible that *repairs* of arms are *promptly* and properly performed by the armourer?

A. Captains of companies. [*Idem.*

Q. How often should officers' *servants* and *bandsmen* appear on parade with their arms?

A. Once a-week. [*Q. Reg., Arms.*

Q. What is done with the arms of *men in hospital*?

A. They are left under the charge of officers commanding companies. [*Idem.*

Q. What are the regulations regarding the charge and inspection of *spare arms*?

A. They are under charge of the officer commanding the company, who is responsible for their efficiency. They are to be inspected and put in order by the armourer periodically. [*Idem.*

Q. How often are the rifles of a regiment to be inspected by a *board of survey*?

A. Once a-year. [*Idem.*

Q. How often should the *locks of rifles* be taken to pieces and cleaned, and by whom is the work executed?

A. Once in three months, by the armourer.

[*War Office Circular*, 15th July, 1861.]

Q. For what period should a *rifle* and *bayonet* last?

A. Twelve years.

[*Q. Reg., Arms.*]

Q. How long should a bayonet *scabbard* last?

A. Six years.

[*Idem.*]

Q. By whom is the cost of supplying new *drum heads* defrayed?

A. By the drummers.

[*Idem.*]

(6.) *Ammunition.*

Q. What ammunition is issued *annually* to regiments in addition to that for training recruits?

A.	90 Rounds ball cartridge,	} for each trained soldier.
	60 Rounds blank „	
	165 Percussion caps,	

[*Q. Reg., Ammunition.*]

Q. What ammunition is allowed for *training each recruit*?

A.	110 Ball cartridges,	20 Percussion caps for snapping practice. [<i>Idem.</i>]
	20 Blank „	
	143 Percussion caps.	

Q. On what dates is the annual supply of ammunition due?

A. In England and North America, 15th March; in warm climates, 15th of September.

[*Idem.*]

Q. What service ammunition is a soldier to have in possession?

A. Twenty rounds.

Q. In what proportion are *caps* issued with service ammunition?

A. Three to two rounds of ammunition.

[*Idem.*]

Q. In whose charge is *spare ammunition* stored?

A. In that of the quartermaster.

[*Idem.*]

Q. How often and by whom is ammunition in store to be inspected?

A. Once a-month by the commanding officer.

[*Idem.*]

Q. At what rate is ammunition lost or destroyed to be charged for?

A. One penny a-round, and copper caps at the rate of five shillings a-thousand.

[*Idem.*]

Q. What service ammunition should be first expended?

A. That which has been longest in possession.

[*Idem.*]

Q. When troops are to *embark in steam vessels*, to proceed by rail, or send their baggage by that mode of conveyance, what are they to do with spare ammunition?

A. Return it into store. [Q. Reg., Ammunition.

Q. What arrangement is made for exchanging the service ammunition in the men's pouches from time to time?

A. It is expended in practice annually, and is replaced from the new supply. [H. G. Order, 5th Oct., 1862.

Q. In moving ammunition, what precaution is to be observed?

A. It should be moved under escort. [Q. Reg., Ammunition.

(7.) *Interior Management and Economy of a Regiment.*

Q. State generally the duties of a *commanding officer*.

A. He is responsible for the maintenance of discipline, order, and a proper system of management; to exact from officers and men obedience to regulations; to enforce and encourage the discharge of duty; to endeavour to promote a good understanding amongst officers; to examine officers frequently on every point connected with their duties; to instruct officers practically; to improve the men; and to exert himself to prevent crime.

[Q. Reg., Interior Economy.

Q. Within what period should a *captain* be competent to undertake the duties of a *field officer*?

A. After he has been two years a captain. [Idem.

Q. How should regiments be formed for *superintendence* by *field officers*?

A. Into right and left wings. [Idem.

Q. When a soldier dies, how is his *pocket ledger* to be disposed of?

A. If the man dies in credit, and the balance is paid at the regiment, the book is to be made over to his legal representative. If the balance is not paid at the regiment, the book is to accompany the return in which the balance is reported. If the man dies in debt, or without debt or credit, the book is to accompany the return, unless the legal representative be present. [War Office Reg., Books.

Q. What are the orders as to revising "next of kin"?

A. The entries are to be read over to every effective soldier soon after the first of January in each year, and every variation is to be noted. [Idem.

Q. When a soldier deserts, what is done with his pocket ledger?

A. It is retained with his regiment. [Idem.

Q. Is a recruit on joining required to provide himself with a pocket ledger?

A. No; it is issued to him gratis. [Idem.

Q. What is the price of a pocket ledger?

A. Threepence. [Idem.

Q. What is the price of settlement sheets for the pocket ledger?

A. Three halfpence.

[*War Office Reg., Books.*

Q. What are the regulations regarding the establishment of a *serjeants' mess*?

A. It is always to be established when practicable. [*Idem.*

Q. When should articles supplied to the *serjeants' mess* be paid for?

A. Daily or on delivery. [*Idem.*

Q. What number of men are to be employed in the *band*?

A. One *serjeant* and twenty rank and file, including a corporal.

[*Idem.*

Q. Are *bandsmen* to be drilled and effective soldiers?

A. They are. [*Idem.*

Q. How often should the *Articles of War* be read to the men?

A. Once in every three months. [*Idem.*

Q. What parts of the General Regulations should be read once in every three months?

A. Such as relate to the conduct of officers and men. [*Idem.*

Q. Is an *officer in temporary command* permitted to issue standing orders, or orders which may be at variance with those of the senior lieutenant-colonel?

A. Not without reference to the colonel or to the general in command. [*Idem.*

Q. Should *paymasters* preside over or act upon committees for the management of *regimental funds*?

A. No. [*H. G. Order, 2d Jan., 1862.*

Q. In what capacity only may a *serjeant* be employed in the *officers' mess*?

A. As *messman* or contractor. [*Idem.*

Q. When *serjeants* are transferred to the *militia staff*, may their vacancies be at once filled up?

A. Not until they cease to receive line pay. [*Idem.*

Q. When an *increase* is sanctioned to the *strength* of a regiment, in what manner are the promotions to corporal and *serjeant* consequent thereon to be regulated?

A. In the proportion of one *serjeant* and one corporal to nineteen privates. [*H. G. Order, 8th April, 1862.*

Q. What are the regulations regarding the employment of soldiers as *orderly room clerks*?

A. A soldier is to be employed as such, and to receive the pay of a *serjeant*. [*Q. Reg., Interior Economy.*

Q. To what period of probation is a soldier liable on first appointment as *orderly room clerk*?

A. If a private, One year.
 If a corporal, Eight months.
 If a *serjeant*, Two months.

He is then to be confirmed in the appointment, and, if a private or corporal, to take rank and reckon service as a serjeant, including the period of probation.

[*Q. Reg., Interior Economy.*

Q. If an orderly room clerk (during probation) relinquishes his situation without the approbation of his commanding officer, or is displaced for misconduct, what penalty as regards rank and pay is incurred?

A. He reverts to his previous rank and pay. [*Idem.*

Q. After what service do orderly room clerks rank as colour-serjeants?

A. Three years' uninterrupted service as orderly room clerk. [*Idem.*

Q. After what service does the *paymaster's clerk* rank as colour serjeant?

A. Three years' uninterrupted service as paymaster's clerk.

[*War Office Circular, 10th Nov., 1855.*

Q. By whom may a paymaster's clerk be deprived of his colour serjeant's rank and pay for neglect or misconduct, if it be not deemed necessary to resort to a court-martial?

A. By the Secretary of State for War.

[*War Office Reg., Paymasters' Clerks.*

Q. In what manner are *armourers* attested, and what certificate must they receive before being promoted to serjeant?

A. They are attested for general service, and, before being promoted, must receive a certificate of competence from the inspector of small arms. [*Idem.*

Q. Are armourers permitted to purchase their discharges on the same terms as other soldiers?

A. Not until they have served seven years, except in special cases. [*Idem.*

Q. How many *pioneers* are there to be in each regiment?

A. Thirteen, including a corporal. [*Idem.*

Q. What are the regulations as to the selection of pioneers?

A. They are to be ablebodied, active, intelligent soldiers, and, if possible, selected from the following trades:—Carpenters, smiths, masons, bricklayers, or engine fitters. There should be at least two carpenters and a smith among the privates. [*Idem.*

(8.) *Savings' Bank of a Regiment.**

Q. If a soldier deposit money which is *the property of another person*, what pecuniary penalty is incurred?

A. The sum deposited is forfeited to the public, one-half the amount, not exceeding £5, being allowed to the informer.

[*Royal Warrant, 31st Aug., 1861.*

* For Savings' Bank Accounts of a Company, see Company's Accounts.

Q. What are the provisions of the warrant regarding the deposit in the savings' bank of the *serjeants' mess fund*?

A. The amount of the fund may be deposited at interest in the name of the serjeant-major or treasurer, but in a separate account. Deposits and withdrawals can only be made on requisitions signed by the treasurer and two other members of the mess committee.

[*Royal Warrant, 31st Aug., 1861.*]

Q. May other *regimental funds* be invested in the savings' bank?

A. Only with the sanction of the war office.

[*Idem.*]

Q. May *gratuities* for long service and good conduct be invested in the savings' bank?

A. Only under authority from the war office.

[*Idem.*]

Q. What are the provisions of the warrant as to the withdrawal of gratuities from the savings' bank?

A. They may be withdrawn by the soldier without special authority on discharge, the date being inserted on the face of his account.

[*Idem.*]

Q. When a soldier, for whom a gratuity has been deposited in the savings' bank, obtains an annuity, how is the gratuity and the interest that has accrued thereon to be disposed of?

A. The interest up to date of last settlement is to be paid to the soldier, the principal credited to the public.

[*Idem.*]

Q. Name the circumstances under which gratuities in the savings' bank are subject to surrender or forfeiture.

A. To surrender, on promotion to a commission or receiving a medal with annuity; to forfeiture, on desertion, under sentence of a court-martial, or on a civil conviction of felony.

[*Idem.*]

Q. What are the provisions of the warrant regarding deposits of a *non-commissioned officer promoted to a commission*?

A. They may remain in the bank, but no interest is allowed thereon beyond the last day of the month prior to the promotion.

[*Idem.*]

Q. What does the warrant direct as to the custody of the *regimental savings' bank ledger*?

A. It is to be kept under lock and key in the orderly room, under the inspection of the savings' bank committee.

[*Idem.*]

Q. Of whom is the *savings' bank committee* composed?

A. The commanding officer, second in command, and adjutant.

[*Idem.*]

Q. What examination of the savings' bank accounts is to be made by the committee?

A. A quarterly examination and comparison of the company ledgers with the regimental ledger.

[*Idem.*]

Q. By whom are the annual savings' bank accounts to be certified?

A. By the savings' bank committee.

[*Royal Warrant, 31st August, 1861.*

Q. To whom and when are the *annual savings' bank accounts* to be transmitted?

A. To the war office at the end of each year, or as soon as the balances have been carried forward into the ledger of the succeeding year, but before the quarterly pay list to 31st March is rendered. [*Idem.*

Q. Who is to act as *clerk to the savings' bank committee*?

A. A non-commissioned officer selected by the commanding officer. [*Idem.*

Q. To what allowance is the savings' bank clerk entitled?

A. According to the following scale per mensem :—

If the number of accounts open are under 50, .	2s. 6d.
If 50 and under 75,	8 6
If 75 and under 100,	4 6
If 100 and under 150,	6 0
If 150 and under 200,	7 6
And 2s. 6d. extra for every additional 50 men up to 600.	

[*Idem.*

Q. Who are responsible for the accuracy of the entries in the regimental savings' bank ledger?

A. The savings' bank committee.

[*Idem.*

Q. How is the information necessary for making the entries in the regimental savings' bank ledger obtained?

A. From the statements (No. 2) transmitted monthly by the captains to the orderly room. [*Idem.*

(9.) *Attestations and Records.*

Q. Where and in whose charge are *attestations* kept?

A. At the depot, in charge of the paymaster. [*Q. Reg., Depots.*

Q. What information should be noted on the attestation of every recruit after final approval?

A. The date of arrival and regimental number.

[*War Office Reg., Attestations.*

Q. What entries are to be made periodically on the third page of every attestation?

A. Every variation affecting service and pay, as set forth in the original record. [*Idem.*

Q. In whose charge are the *records of soldiers' services* kept?

A. In that of officers commanding depots. [*Q. Reg., Depots.*

Q. What entries are to be made in the record?

A. The date of attestation, regimental number, age, parish, trade, and description, and every variation affecting service and

pay, also the period of service abroad, wounds, battles, sieges, campaigns, and any remarkable act of bravery.

[*War Office Reg., Regimental Register.*]

Q. When *soldiers are transferred* from the depot to the service companies, should the original records accompany the men?

A. No; authenticated copies should be sent. [*Q. Reg., Depots.*]

Q. What *regimental number* is given to a recruit on final approval?

A. The number following that of the last man who joined the regiment.

[*War Office Reg., Regimental Number.*]

Q. May the number of a non-effective soldier be given to another soldier?

A. No.

[*Idem.*]

(10.) *Clothing and Appointments.*

Q. What *inspection* is made of clothing on its arrival?

A. It is inspected and compared with the sealed patterns by a Board.

[*Q. Reg., Clothing.*]

Q. Has the Board any duty as to *fitting the clothing*?

A. To fit ten per cent. on men of the particular sizes marked on the tickets attached to the clothing. [*H. G. Circ., 7th Dec., 1860.*]

Q. What is the commanding officer to report to the adjutant-general, at the end of the military year, as to clothing?

A. His opinion of its quality and durability. [*Q. Reg., Clothing.*]

Q. What *clothing* does every soldier receive gratis?

A. A shako and pair of serge trousers biennially; a tunic, pair of cloth trousers, and two pair of boots annually.

[*Clothing Warrant. H. G. Order, 8th Aug., 1861.*]

Q. Is the clothing delivered *made up or in material*?

A. Made up, with the exception of the staff-serjeants', and five suits per company.

[*Clothing Warrant.*]

Q. At whose expense is *clothing of a regiment fitted*?

A. That of the master tailor. [*H. G. Order, 11th March, 1862.*]

Q. What are the allowances for altering clothing of depot battalions, and by whom are they defrayed?

A. 1s. 1d. and 11d. per suit in alternate years are paid by the public, viz.:—for tunics, 8d.; cloth trousers, 3d.; serge trousers, 2d.

[*H. G. Order, 19th Sept., 1862.*]

Q. How soon after approval is a *recruit* to receive the first biennial issue of a pair of serge trousers?

A. If approved between the 1st April and 31st December, he will receive it on the 1st April following; if after the 31st December, the issue will not be made until the commencement of the second military year after enlistment.

[*H. G. Order, 29th March, 1862.*]

Q. How are recruits to be supplied with shakos ?

A. They are to receive part-worn shakos, to last till the first or second issue of clothing, according to the condition they may be in at the time the recruit receives them. [*H. G. Order, 29th March, 1862.*]

Q. With what clothing (exclusive of shako) is a recruit approved between the 1st April and 30th September to be supplied ?

A. A tunic, cloth trousers, serge trousers, two pairs of boots, all new. [*Idem.*]

Q. With what clothing (exclusive of shako) is a recruit approved between 1st October and 31st December to be supplied ?

A. One pair of new boots, and part-worn clothing equal to that in wear at the time. [*Idem.*]

Q. When there is no part-worn clothing in store, and it is necessary to issue new clothing to a recruit approved between the 1st October and 31st December, what new clothing is he to receive (exclusive of shako) on the 1st April and 1st October following ?

A. A tunic, cloth trousers, and serge trousers on the 1st April, and a pair of boots on the 1st October. [*Idem.*]

Q. With what clothing (exclusive of shako) is a recruit approved between the 1st January and 31st March to be supplied ?

A. With complete new articles, to last to 31st March of the following year ; and cloth trousers and boots, both new, on the 1st October, after approval. [*Idem.*]

Q. Does clothing which has been *the prescribed time in wear* become the property of the soldier ?

A. It does. [*Clothing Warrant.*]

Q. Whose property is part-worn clothing which has not been the prescribed period in wear ?

A. That of the public. [*Idem.*]

Q. Do *soldiers transferred* from one regiment to another take their clothing with them ?

A. Not without war office authority. [*Idem.*]

Q. How are transferred soldiers clothed ?

A. In the same manner as recruits. [*Idem.*]

Q. Do soldiers transferred from one battalion to another of the same regiment retain their clothing ?

A. They do ; the shoulder straps being altered at the expense of the public. [*War Office Circular, 22d May, 1858.*]

Q. How are *men who join from desertion* or confinement clothed ?

A. With part-worn clothing, or if there is none available, as recruits. [*Idem.*]

Q. How is a *serjeant on promotion* to be clothed ?

A. He should exchange clothing with his predecessor, otherwise

he will retain his clothing, and receive compensation in money, at the regulated rate, from date of promotion to 31st March.

[*War Office Circular, 22d May, 1858.*]

Q. How is a soldier on *appointment to drummer* to be clothed?

A. He is to exchange clothing with his predecessor, otherwise he must retain his own without compensation. [*Idem.*]

Q. How is a *serjeant on reduction* to the ranks to be clothed?

A. If no part-worn clothing is available, as a recruit. [*Idem.*]

Q. Under what circumstances are *discharged soldiers* entitled to take their clothing (except the shako) with them?

A. If discharged in the last quarter of the military year. [*Idem.*]

Q. On whom does the *cash responsibility* connected with contingent expenses of clothing, &c., devolve?

A. On the paymaster. [*Idem.*]

Q. In what manner are the cash advances necessary for carrying on the service to be made by the paymaster to the quartermaster?

A. Upon requisitions from the latter officer, approved by the commanding officer. [*Idem.*]

Q. When payment of *compensation* in money is sanctioned, what sums are fixed as the value of the following articles: shako, tunic, cloth trousers, and boots?

	SERJEANTS.			PRIVATEES.		
	£	s.	d.	£	s.	d.
Shako,	0	3	0	0	2	6
Tunic,	1	4	0	1	0	0
Trousers (cloth),	0	11	0	0	7	6
Boots (per pair),	0	8	0	0	8	0

[*Idem.*]

Q. May compensation be paid for broken periods of months?

A. No. [*Idem.*]

Q. How often are *sashes* issued to serjeants?

A. Once in four years. [*Idem.*]

Q. At whose expense and how often are *greatcoats* supplied?

A. At the expense of the public once in three years, or in two years during operations in the field, if specially certified to be necessary. [*Idem.*]

Q. How is the amount to be charged to the soldier fixed when a greatcoat is lost or damaged by his neglect?

A. By the value of the article and the time it has been in wear. [*Idem.*]

Q. What sum may be charged to the public on account of collars and cuffs of serjeants' greatcoats?

A. A sum not exceeding 1s. 7d. per coat. [*Idem.*]

Q. What sum may be charged to the public on account of chevrons on the greatcoats of non-commissioned officers?

A. A sum not exceeding 6*d.* for each serjeant and 4*d.* for each corporal. [War Office Circular, 22*d* May, 1858.

Q. What is the charge for marking a greatcoat, and by whom is it defrayed?

A. Twopence may be charged to the public. [Idem.

Q. Are *leather leggings* considered clothing or accoutrements, and how long are they to last?

A. Accoutrements. To last three years, or longer if serviceable. [H. G. Order, 5*th* May, 1862.

Q. How should *knapsacks of deserters and deceased men* be disposed of if they have been less than two years in wear?

A. They are to be made over to the quartermaster, and valued by a board, for the purpose of being issued to recruits, if fit.

[War Office Circular, 23*d* April, 1860.

Q. To whom is the sum fixed as the value of a knapsack which has been made over to the quartermaster to be charged, and how is it to be disposed of?

A. It is charged to the public and credited to the captain, to be accounted for with the man's effects. [Idem.

Q. When a recruit receives a part-worn knapsack, to what compensation is he entitled?

A. To the difference between its value and that of a new knapsack. [Idem.

Q. If a deserter's knapsack is declared by the board to be unfit for issue, how is it disposed of?

A. With the man's effects. [Idem.

Q. Has a soldier who receives his discharge the option of taking his knapsack with him?

A. He has. [Idem.

(11.) *Service and Depot Companies of Regiments.*

Q. Of what description of men only are *service companies* to be composed?

A. Men in every respect fit for immediate service.

[Q. Reg., *Service and Depot Companies.*

Q. What description of men are to be sent to the *depot*?

A. Recruits, except those enlisted at service companies, and men fit only for home duty, or proposed to be invalided. [Idem.

Q. What are the regulations regarding the *selection* at the depot of men to join the *service companies*?

A. They are to be selected by the commanding officer of the battalion, according to dates of enlistment, provided they are fit, and have been drilled and instructed in the use of the rifle.

[Idem.

Q. How are *vacancies amongst non-commissioned officers* of a depot to be filled up?

A. Should the regiment be serving at home, or where ready communication can be had with it, by the officer commanding the regiment. In other cases the officers commanding the depot battalion will fill up the vacancies, paying due deference to the recommendation of the officer commanding the depot, and submitting the appointments for the approval of the commander-in-chief.

[*Q. Reg., Service and Depot Companies.*

Q. May vacancies at the service companies caused by serjeants being sent to the depot for discharge be filled up at once?

A. Provisionally only, and without pay, until the serjeants are discharged or re-engage as privates.

[*H. G. Order, 18th June, 1861.*

Q. What number of *acting drummers* are allowed at the depot for the purpose of being trained for the service companies?

A. Six.

[*Idem.*

Q. What documents are to be transmitted by the officer commanding the depot to the officer commanding the service companies?

A. A *monthly return*, nominal lists of the serjeants, corporals, and drummers attached to the depot, and such other reports as may be necessary.

[*Idem.*

Q. What documents are to be transmitted by the officer in command of the service companies to the officer commanding the depot?

A. A *monthly state*, with nominal lists of men who join or are sent home, and of those who become casualties during each month: also such instructions as may be necessary for the guidance of the officer commanding the depot.

[*Idem.*

Q. How are detachments which are sent from the depot at home to regiments abroad to be accounted for in the depot returns, previous to and after embarkation?

A. From the period of their being placed under orders until the date of their embarkation, as "*under orders to join the service companies*;" on their embarkation actually taking place, they are to be reported in the column, "*sent to service companies*."

[*Idem.*

Q. What report is to be made to the officer commanding the service companies by the officer commanding the depot regarding men sent from abroad as "*unfit for service*," or for any other cause?

A. He is to report as to the manner such men are ultimately disposed of.

[*Idem.*

(12.) *Deserters, Restoration of Forfeited Service.*

Q. To whom are *descriptive reports* of deserters to be sent as soon as possible?

A. To the war office, to the inspecting field officers of districts, and to the churchwardens or overseers of the parish to which the men belong. [Q. Reg., *Deserters.*]

Q. When a deserter is *delivered up by one regiment to another*, what course is to be pursued as to his kit and accounts?

A. The kit is to be sent with him, his account being settled between the captains as in cases of transfer. [Idem.]

Q. Of how many men are detachments for the *escort of deserters* proceeding by route to consist?

A. One corporal and one private, or one corporal only, if proceeding by sea or rail; the commanding officer, however, is to exercise his discretion in regulating the strength of the escort. [Idem.]

Q. Are escorts of deserters proceeding by rail to load their arms, and what precaution is to be taken to ensure the safe custody of prisoners?

A. The arms are not to be loaded until the escort has quitted the train, but the prisoners are to be handcuffed. [Idem.]

Q. Under what conditions may soldiers who, on a conviction of desertion or felony, have forfeited their claim to the advantages of additional pay or pension, *be restored to the benefit of the whole or any part of their service*; and what application is to be made for the purpose?

A. If they have subsequently performed good, faithful, or gallant service; application for restoration in such cases is to be made to the adjutant-general twice a-year. [Idem.]

Q. What is necessary to establish a soldier's claim to *restoration of forfeited service on account of good conduct*?

A. An undeviating course of good conduct for five years for a first conviction, for seven years for a second conviction, and for ten years if the offence was attended with circumstances of an aggravating character. [Idem.]

Q. What advantage as regards restoration to the benefits of service is given to soldiers who perform *good, faithful, or gallant* service in the field, of a constant and sustained character?

A. Restoration may be recommended within half the periods which would otherwise be necessary, provided the good service in the field be combined with unremitting good conduct. [Idem.]

(13.) *Transfers.*

Q. In making *application for a transfer*, what information is to be given?

A. A statement of the circumstances on which the application is grounded, the age, size, service, and character of the man, and a copy of the letter of the officer commanding the regiment or depot from which the transfer is proposed, signifying his consent.

[*Q. Reg., Transfers.*

Q. From *what date* should all transfers take place?

A. From the last day of the month.

[*Idem.*

Q. What *documents* are to be sent with transferred soldiers?

A. 1st. List of names, ages, services, &c.

2d. Original No. 1 report, statement of accounts, and list of necessities.

3d. Attestations, or, if abroad, paymaster's copy.

4th. Records, or, if abroad, extracts from the roll-book.

5th. Regimental, company defaulters, and court-martial sheets.

6th. Medical history sheets.

7th. Savings' bank transfer statements.

[*Idem.*

Q. When transfers take place from a regiment, what *notification* is to be made *to the depot*?

A. A notification thereof with a view to the attestations, records, &c., being transmitted.

[*Idem.*

(14.) *Discharge.*

Q. Can soldiers demand *discharge as a right*?

A. Not before the termination of their engagements.

[*Q. Reg., Discharge.*

Q. Before a soldier is permitted to *leave his corps on discharge* under any circumstances, what steps must be taken regarding him?

A. A board is to assemble to verify and record his services, cause of discharge, character, accounts and claims, description, and intended place of residence.

[*Idem.*

Q. Of what officers should *discharge boards* be composed?

A. The second in command and two captains.

[*Idem.*

Q. When a soldier to be discharged is absent, how are the proceedings of the board to be filled up?

A. They are to be filled up as far as possible, but in no instance, when it is possible to obtain it, is the man's signature to the declaration on the second page to be dispensed with.

[*Idem.*

Q. What entries regarding good conduct badges, &c., should be made in the proceedings of discharge boards?

A. Badges of merit and good conduct badges, with dates of grant, forfeiture, and restoration of good conduct pay, are to be entered on the second page. [Q. Reg., Discharge.

Q. What certificate is to be appended to the "character" on the first page of the proceedings, as well as on the parchment certificate of discharge?

A. A certificate as follows, in the case of corporals and privates:—"His conduct has been , and he is in possession of good conduct badges;" (or he is not in possession.) In the case of a serjeant the entry should be, "His conduct has been , and he was, when promoted, in possession of good conduct badges, and would, had he not been promoted, have been now in possession of good conduct badges. [*Idem. H. G. Order, 24th June, 1862.*

Q. What documents are transmitted to the adjutant-general with proceedings of discharge boards?

A. The attestations and records, and, in the case of invalids, the defaulter sheets. [Q. Reg., Discharge.

Q. What document is furnished to a soldier on discharge?

A. A *parchment certificate*, setting forth the cause and conditions of discharge, the character borne by the man, if favourable, his service, &c. [*Idem.*

Q. By whom must certificates of discharge be confirmed?

A. By an officer of the adjutant-general's department. [*Idem.*

Q. If the man's "character" be not favourable, what is to be done with the certificate?

A. The space for the insertion of the character is to be torn off. [*Idem.*

Q. By what must *applications for discharge as an indulgence* be accompanied?

A. By a statement of the effective strength. [*Idem.*

Q. In cases of *discharge by purchase* or *free discharges*, what period must intervene between the soldier's application and its transmission to the adjutant-general?

A. Thirty days. [*Idem.*

Q. What record is kept regarding discharge by purchase?

A. A record of applications for the indulgence. [*Idem.*

Q. By whom and when may money on account of a discharge be received?

A. By the agents or paymaster, after the discharge has been approved of. [*Idem.*

Q. What amount is to be lodged in addition to the regulated compensation by soldiers who apply to be discharged by purchase abroad, unless permission be given them to remain in the colony?

A. The sum required to defray the expense of their passage home. [*Idem.*

Q. At whose expense are soldiers who obtain free discharges abroad to be sent home?

A. At the expense of the public. [Q. *Reg., Discharge.*

Q. Are men of indifferent character permitted to obtain their discharge by purchase?

A. Only with the sanction of the commander-in-chief. [*Idem.*

Q. When it is proposed to *discharge* soldiers on account of *unfitness for the service*, what course should be pursued?

A. A report of their cases is to be submitted to the general officer in command, who will personally inspect the men. The general officer's decision is to be transmitted to the adjutant-general. [*Idem.*

Q. When soldiers are discharged as invalids, what entries must be made in the lower part of the first page of the proceedings of the regimental board?

A. The number of times the man has been entered in the regimental defaulters' book, or been tried by courts-martial, the charge, finding, and sentence on each occasion being recorded on a separate sheet. When a man has never been tried by court-martial, or never entered in the regimental defaulters' book, the fact is to be stated. [*Idem.*

Q. May a soldier be discharged as an invalid simply because he has completed a service which qualifies for pension?

A. No; none but soldiers disqualified by actual disability are to be so discharged. [*Idem.*

Q. What documents should accompany applications for the *discharge, with ignominy*, of offenders?

A. A copy of the charge, finding, and sentence in which the discharge is recommended, a descriptive return, statement of services, extract from defaulters' and court-martial books, and certificate from the surgeon that the prisoner cannot regain admission into the service. [*Idem.*

Q. When soldiers serving abroad are recommended to be discharged with ignominy, are they to be discharged abroad or sent home for the purpose?

A. They are to be sent home as prisoners (not in confinement during the passage) for the purpose of being discharged on arrival. [*Idem.*

Q. May men who, on the *completion of their limited service*, are desirous of renewing the same, but are prevented from doing so by disability, be brought forward for discharge as *invalids*?

A. They may. [*Idem.*

(15.) *Pensions.*

Q. For what rates of pension are non-commissioned officers and

soldiers eligible if rendered *unfit for service by wounds or injuries received in action*?

A. Private, from 8*d.* to 2*s.*; corporal, 1*s.* to 2*s.* 4*d.*; serjeant, from 1*s.* 3*d.* to 3*s.* per diem. [Pension Warrant.]

Q. What addition may in certain cases be made to these rates?

A. Sixpence per diem, as Her Majesty's royal bounty, may be added in cases of extreme suffering, to soldiers of long service, or who have been recommended for gallant conduct in the field. [*Idem.*]

Q. If a non-commissioned officer or soldier is discharged for *total blindness*, from unavoidable causes other than wounds, but clearly attributable to military service alone, for what rates of pension is he eligible?

A. Private, from 9*d.* to 1*s.* 6*d.*; corporal, having served seven years as such, 1*s.* to 1*s.* 3*d.*; serjeant, having served as a non-commissioned officer ten years, and not less than five years as a serjeant, 1*s.* 3*d.* to 2*s.* per diem. [*Idem.*]

Q. What additions may in certain cases be made to these rates?

A. If discharged after fourteen years' service with a constitution impaired by colonial service, in addition to total blindness, an addition for a non-commissioned officer, 4*d.*, and a private, 3*d.* per diem. [*Idem.*]

Q. If discharged under fourteen years' service for *disability contracted in and by the service*, what pension may be granted?

A. A temporary pension of 6*d.* per diem to serjeants, corporals, and privates under seven years' service, for from one to eighteen months; above seven and under ten years, from one to two years; above ten but under fourteen years, from two to three years. [*Idem.*]

Q. For what rates of pension are non-commissioned officers and soldiers eligible on being discharged after fourteen but under twenty-one years' service for *disability contracted in and by the service*?

A. Permanent or conditional pension per diem for a serjeant, from 9*d.* to 1*s.* 3*d.*; a corporal, 7*d.* to 1*s.*; a private, 6*d.* to 9*d.* [*Idem.*]

Q. What is requisite to qualify a non-commissioned officer, discharged under twenty-one years' service for *disability contracted in and by the service*, for the pension of his rank?

A. That he should hold the rank at the time of discharge, and have served five years as a non-commissioned officer. [*Idem.*]

Q. If a private is discharged *after twenty-one years' service, at his own request or for the public service*, to what rate of pension is he entitled?

A. Eightpence to one shilling per diem, the increase from the minimum being calculated at the rate of $\frac{1}{2}$ *d.* per diem for every

year of service above twenty-one; but the maximum is not to be exceeded except by the addition of reward for good conduct.

[*Pension Warrant.*

Q. In what manner are the pensions of non-commissioned officers discharged after twenty-one years' service computed?

A. According to their service after eighteen years of age, at the same rates as privates, with the following additions for every year of service as non-commissioned officers, viz:—

Sergeant-major, . . .	2½d.	} Total pension {	2s. 6d.
Quartermaster serjeant,	2d.		2s. 3d.
Colour serjeants & serjeants,	1d.		2s. 0d.
Corporals,	¾d.		1s. 6d.

[*Idem.*

Q. What is requisite to qualify a non-commissioned officer discharged after twenty-one years' service to receive the pension of his rank?

A. That he should be a non-commissioned officer at the time of discharge, and have served without interruption as such for three years immediately preceding his discharge.

[*Idem.*

Q. What option is given to non-commissioned officers who have served as such for one year or more immediately preceding discharge as to the method of computing their pensions?

A. They may have their pensions computed as privates with the addition of good conduct rewards, or as privates with the addition of service as non-commissioned officers.

[*Idem.*

Q. What temporary increase of pension is granted after twenty-one years' service, on discharge for disability contracted in and by the service which renders the soldier incapable of earning a livelihood?

A. To a private, 3d.; a corporal, 4d.; a serjeant, 6d. per diem. Such increase must not, however, be for more than one year, but may be renewed thereafter if thought proper.

[*Idem.*

Q. What limit is fixed to the aggregate amount of pension to the different ranks?

A. A private (including good conduct pay), 1s. 3d.; a corporal, 1s. 6d.; a serjeant, 2s.

[*Idem.*

(16.) *Good Conduct Pay with Pension.*

Q. What advantage do privates, on being discharged with pensions, whether temporary or permanent, derive from the possession of good conduct badges?

A. If they have been in uninterrupted possession of the same for six months immediately preceding discharge, the full rate of good conduct pay is added to pension.

[*Pension Warrant.*

Q. What advantage do soldiers who are discharged for disability or by reduction, *without claim to pension*, or with only temporary or conditional pensions, derive from being in possession of good conduct badges?

A. If they have been in uninterrupted possession of the same for six months preceding discharge, their names are registered at Chelsea, and on attaining fifty years of age they are entitled to receive a pension, if discharged with one badge, of 4*d.*; with two badges (which have been twelve months in possession), 5*d.*; and with three badges, 6*d.* per diem. [Pension Warrant.

(17.) *Discharge by Purchase, Free Discharges, Claims to Deferred Pension, and for Soldiers Settling in the Colonies with Gratuities.*

Q. Name the *conditions* upon which soldiers are permitted to purchase or obtain their discharges.

	£
A. Under 7 years' actual service, without a distinguishing mark,	20
Above 5 and under 7 years' actual service, with 1 distinguishing mark,	18
After 7 years' actual service, without a distinguishing mark, . . .	18
Ditto, with 1 distinguishing mark, . . .	15
After 10 years' actual service, without a distinguishing mark, . . .	15
Ditto, with 1 distinguishing mark, . . .	10
Ditto, with 2 distinguishing marks, . . .	5
After 12 years' actual service, without a distinguishing mark, . . .	10
Ditto, with 1 distinguishing mark, . . .	5
Ditto, with 2 distinguishing marks, . . .	Free.
After 14 years' actual service, without a distinguishing mark, . . .	5
Ditto, with 1 distinguishing mark, . . .	Free.
Ditto, with 2 distinguishing marks, . . .	Free, with right of gratuity for deferred pension of 4 <i>d.</i> a-day on attaining 60 years of age.
After 16 years' actual service, with 1 distinguishing mark,	
After 15 years' actual service, with 3 distinguishing marks, . . .	Free, with right of gratuity for deferred pension of 4 <i>d.</i> a-day on attaining 60 years of age.
After 16 years' actual service, with 2 distinguishing marks, having possessed the second at least 12 months, . . .	
After 15 years' actual service, without a distinguishing mark, . . .	Free.

[Pension Warrant.

Q. If *non-commissioned officers* above the rank of corporal are permitted to purchase or to obtain free discharges at their own request, to what benefits are they admitted?

A. The same as are granted to corporals and privates discharged in like manner with distinguishing marks. [Idem.

Q. When a soldier obtains a *free discharge* at his own request, with permission to *settle in a colony*, according to what scale may he be allowed a gratuity by the Secretary of State for War?

A.		Private.	Corporal.	Serjeant.
	12 years' service,	£10	£15	£20
	14 " "	12	18	24
	15 " "	14	20	28
	16 " "	16	24	32
	17 " "	18	27	36
	18 " "	20	30	40
	19 " "	24	36	48

Provided that, in the case of the corporal or serjeant, he shall have served continuously for five years preceding his discharge, in the rank he held at the time of his discharge. [*Pension Warrant.*]

Q. How are gratuities to soldiers settling in the colonies to be paid?

A. In the colony, after arrival. [*Idem.*]

Q. What pension may be issued by the governor, under authority from the Secretary of State, to a discharged soldier who has been settled three months, and is residing on his grant in a colony?

A. A quarter's pension at 6d. a-day, which may be renewed, but is not to exceed in extent one year in the whole. [*Idem.*]

(18.) *Allowance in Aid of Outfit, Annuities, Gratuities, Medals.*

Q. What allowance in aid of outfit is granted to a non-commissioned officer on appointment to a commission without purchase?

A. £100. [*Good Conduct Warrant, 10th Sept., 1860.*]

Q. What medal and annuity is granted in certain cases to serjeants with a view to promote good conduct?

A. A silver medal for "meritorious service." [*Q. Reg., Medals.*]

Q. What are the regulations regarding the medal for distinguished conduct in the field?

A. It may be granted, with annuity, to serjeants in lieu of the medal for "meritorious service;" and, without annuity or gratuity, to serjeants, corporals, and privates. The recipients must be specially recommended for "distinguished conduct in the field."

[*Warrant, H. G. Order, 30th Sept., 1862.*]

Q. What limit is fixed to the amount of each annuity?

A. £20. [*Good Conduct Warrant, 10th Sept., 1860.*]

Q. May the medal and annuity be granted to serjeants either while serving or after discharge?

A. It may. [*Idem.*]

Q. May the medal and annuity be held by serjeants during service, and together with pension?

A. It may. [*Idem.*]

Q. In what manner only are serjeants liable to forfeiture of the medal and annuity?

A. By sentence of a court-martial, or conviction of felony by a civil court. [*Idem.*]

Q. For what is the *silver medal and gratuity* granted to non-commissioned officers and soldiers?

A. "For long service and good conduct." [*Q. Reg., Medals.*]

Q. What conditions must be fulfilled to render a soldier eligible to be recommended for a medal and gratuity on the completion of his service?

A. He must have been eighteen years in the service, and not have been tried by court-martial within the eighteen years immediately preceding the recommendation. [*Idem.*]

Q. What rates of gratuity are prescribed for the different ranks?

A. A serjeant who has served ten years as such, £15; a corporal who has served seven years as such, £10; a private, £5.

[*Pension Warrant.*]

Q. What limit is fixed to the total amount for which recommendations for gratuities may be made, in any one year, by a regiment?

A. The amount is not to exceed £30 for an establishment of 700 rank and file, and £20 if under. [*Idem.*]

Q. Under what circumstances and within what limit as to numbers may *medals without gratuities* be granted to soldiers "for long service and good conduct?"

A. When soldiers who fulfil the conditions required to qualify for a medal with gratuity are precluded from receiving the same, in consequence of the annual grant being already appropriated, they may be recommended for medals without gratuity, in the proportion of three to each regiment of infantry.

[*Royal Warrants, 16th Jan., 1860, and 10th Dec., 1861.*]

Q. May pensioners be recommended for the medal and gratuity?

A. Under special circumstances they may, by their former commanding officer; but they are eligible only for the year in which they were discharged, and the application must be made within three years from discharge.

[*Q. Reg., Medals.*]

Q. May an officer commanding a depot recommend a soldier for the medal and gratuity?

A. He may, if he has obtained the concurrence of the officer commanding the regiment. [*Idem.*]

Q. Can the medal for "meritorious service" be held together with that for "good conduct and long service?"

A. No; the latter must be surrendered on receipt of the former.

[*Idem.*]

Q. Can two medals for "distinguished conduct" be held by the same individual?

A. No; a serjeant on becoming an annuitant must relinquish one of them. [*Idem.*]

Q. May an annuitant hold "the meritorious service" medal

together with the medal for "distinguished conduct in the field."

A. No.

[Warrant, 30th Sept., 1862.]

Q. Are commanding officers at liberty to recommend the re-appropriation of a relinquished gratuity to any other soldier?

A. Yes; provided he shall have been serving in the year for which the gratuity was originally awarded, and shall have fulfilled the required conditions as to service and character in that year.

[Q. Reg., Medals.]

Q. When are *all medals to be inspected*?

A. At every inspection of necessaries.

[Idem.]

Q. When a man is *unable to produce his medal*, what course is to be pursued?

A. A board consisting of one captain and two subalterns is to inquire into and record the cause of loss.

[Idem.]

Q. If the board be of opinion that the man has made away with or pawned his medal, what steps are to be taken?

A. He is to be tried by court-martial, and if convicted, put under stoppages, and the amount is to be credited to the public.

[Idem.]

Q. After being convicted of *making away with or pawning his medal*, when and under what conditions may a soldier be recommended for a new medal?

A. After five years' absence from the regimental defaulters' book, and on paying the value thereof.

[Idem.]

Q. If a soldier lose his medal from carelessness or neglect, how soon may he be recommended for a new medal at his own expense?

A. After two years' absence from the regimental defaulters' book.

[Idem.]

Q. If a soldier lose his medal through accident, how soon and under what conditions may he be recommended for a new medal?

A. He may be recommended to receive it at once, either at his own expense or at the expense of the public, according to the circumstances of the case.

[Idem.]

Q. In order to justify the replacement of a lost medal at the public expense, how must the loss have occurred?

A. On duty, and by some accident entirely beyond the control of the loser.

[Idem.]

(19.) *Schools, Divine Service, &c.*

Q. What is the duty of commanding officers regarding the attendance of *children of married soldiers* at school?

A. To insist upon their attendance.

[Q. Reg., Schools.]

Q. What do the Queen's Regulations direct with reference to the attendance at school of *non-commissioned officers and soldiers*?

A. That every soldier, after being dismissed from drill, should be encouraged to attend school. [Q. Reg., Schools.

Q. Are school fees required from non-commissioned officers and men?

A. No. [Idem.

Q. Should men be considered *eligible for promotion* to corporal who have not been dismissed from school?

A. Not except in the field. [Idem.

Q. What are the *rates of payment* for the school instruction of soldiers' children per month?

A. One child, 2*d.*; two children of same family, each 1½*d.*; three or more, each 1*d.*; any part of a month is to be paid for as a whole month. [H. G. Order, 30th Dec., 1861.

Q. What rates of payment are fixed for the school instruction of officers' children per month?

A. One child, 5*s.*; two, 7*s.* 6*d.*; three, 10*s.*; four, 12*s.* 6*d.* [Idem.

Q. May the children of civilians receive instruction in regimental schools?

A. Only in special cases sanctioned by the Council of Education. [Idem.

Q. On what terms may the children of soldiers in India be admitted to schools at home?

A. Without payment. [Idem.

Q. In what manner are school fees to be recovered?

A. Those for soldiers' children by the paymaster from companies; all others by the schoolmaster in advance. [Idem.

Q. What are the regulations regarding the *performance of divine service*?

A. It is to be regularly performed, and the men are not to be brought together in numbers greater than the voice will reach.

[Q. Reg., Divine Service.

Q. How often is the chaplain required to visit the hospital?

A. At least once in each week, and more frequently if required. [Idem.

Q. If there be no commissioned chaplain, what provision should the commanding officer make for the due performance of public worship, and for the attendance on the sick in hospital?

A. He is to call in the assistance of a parochial or other clergyman. [Idem.

Q. When it is necessary to call in the assistance of a parochial or other clergyman, what certificate is he to be provided with by the commanding officer?

A. A certificate testifying what services he has rendered, to ensure to him the remuneration laid down by regulation. [Idem.

Q. What is the order regarding the attendance at public worship of the wives and families of soldiers?

A. It is the duty of the commanding officer to encourage it.

[*Q. Reg., Divine Service.*

Q. Are soldiers of any religious persuasion differing from the Established Church to be required to attend the worship of the Church of England?

A. No.

[*Idem.*

Q. How are soldiers of the Roman Catholic or Presbyterian persuasions to be marched to and from their places of worship?

A. Under the command of an officer if their numbers exceed twenty, and in charge of a serjeant if not exceeding that number.

[*Idem.*

Q. What are the orders regarding the *issue of Bibles, Testaments, and Books of Common Prayer* to soldiers?

A. They are to be provided for the use of the sick in hospital, and of the young soldiers and children in the regimental school. They are also to be supplied to such soldiers as desire to possess them.

[*Idem.*

(20.) *Postage of Soldiers' Letters.*

Q. How should soldiers' letters be *addressed*, to entitle them to the benefit of the reduced rate of postage?

A. The number and name of the soldier, his rank, and regiment are to be superscribed; and all such letters are to be endorsed on the outside by the officer in command.

[*Q. Reg., Postage of Soldiers' Letters.*

Q. What is the *rate of British postage* on soldiers' letters to or from the foreign and colonial possessions of the crown, and to what weight are they limited?

A. One penny, or if sent in private ships, twopence or three-pence.

[*Idem.*

Q. Are soldiers' letters, if properly franked, liable to *additional postage on redirection*?

A. No.

[*Idem.*

Q. What *penalty* will be incurred by any soldier who shall present to his officer a letter which is not *bond fide* his own, with a view to its being conveyed at a reduced rate of postage?

A. He is to be tried and punished for fraud and a breach of discipline.

[*Idem.*

Q. Is a soldier liable to any *charge for the delivery* of his letters beyond the authorized rate of postage?

A. No.

[*Idem.*

(21.) *Garrison or Barrack Cells.*

Q. For what *description of confinement* are garrison or barrack cells applicable?

A. Confinement for periods not exceeding *forty-two days*.

[*Q. Reg., Barrack Cells.*]

Q. When prisoners are undergoing *solitary confinement* in the cells, are they to be permitted to leave their cells?

A. Not except for the purpose of having such air and exercise as, in the opinion of the medical officer, may be deemed necessary.

[*Idem.*]

Q. When prisoners are undergoing *imprisonment with hard labour* in the cells, to what number of hours per diem is such hard labour to be limited?

A. Ten hours per diem, including drill, but exclusive of the periods allowed for meals.

[*Q. Reg. Barrack Cells.*]

Q. By whom are all prisoners *examined previously to admission* to the cells?

A. By the regimental medical officer.

[*Idem.*]

Q. What is to be done with the *arms, ammunition, and appointments* of soldiers committed to the cells?

A. The arms and ammunition are to be taken from them, but they are to carry with them their accoutrements, knapsacks, and greatcoats.

[*Idem.*]

Q. What is to be done with *money or any superfluous article* which may be found in possession of soldiers on commitment to the cells?

A. It is to be taken from them and restored upon their return to duty.

[*Idem.*]

Q. At *what period of the day* should prisoners be committed to and released from the cells?

A. After the regular dinner hour and before dark.

[*Idem.*]

Q. What power of punishment is vested in commanding officers of garrisons and corps for irregularities and minor *breaches of discipline* committed by prisoners in the cells?

A. They may, by a written direction to the provost serjeant, order the diet of a prisoner to be reduced, or that a prisoner be placed on bread and water for a period not exceeding seventy-two hours; and, likewise, that he may be deprived for a like period of his bedding.

[*Idem.*]

Q. In what prison book are all punishments awarded by the commanding officer for offences committed by prisoners to be entered?

A. In the prison defaulters' book.

[*Idem.*]

Q. When a prisoner is awarded punishment for offences com-

mitted in the cells, is it necessary that such punishment should be recorded in the regimental defaulters' book?

A. It is; a copy of the entry in the prison defaulters' book is to be furnished to the soldier's commanding officer on his release.

[Q. *Reg., Barrack Cells.*

Q. May three or more prisoners ever be locked up together in the same cells?

A. When the wards are sufficiently spacious they may. [*Idem.*

Q. May two prisoners ever be locked up together in the same cell?

A. Not without being accompanied by a warder or provost's assistant. [*Idem.*

Q. When it is necessary to imprison soldiers of *corps* stationed at a distance in the cells of a barrack occupied by any particular regiment, how are such prisoners to be subsisted?

A. They are to be attached to and subsisted by the regiment occupying the barracks. [*Q. Reg., Barrack Cells.*

Q. Are soldiers summarily committed to the cells by commanding officers for periods not exceeding seven days to be furnished with their bedding?

A. No; they are to be provided with their greatcoats and a blanket or rug only. [*Idem.*

Q. Are prisoners under sentence of courts-martial to be provided with bedding in the cells?

A. They are to be provided with the greatcoat and blanket or rug only during the first week, after which they are to have their bedding, of which they are to be deprived every third night during the remainder of their imprisonment. [*Idem.*

Q. Are prisoners awaiting admission into a military prison, and placed temporarily in the cells, to be deprived of bedding and to undergo any punishment beyond imprisonment?

A. No. [*Idem.*

Q. May prisoners in the cells be handcuffed?

A. In cases of violence or urgent necessity they may, under an order in writing from the commanding officer. [*Idem.*

Q. Whose duty is it to superintend the *police duties* of the barrack?

A. That of the provost serjeant. [*Idem.*

Q. Before any cell can be made use of for confinement, whose sanction must be obtained?

A. That of the commander-in-chief. [*Idem.*

(22.) Hospitals and Medical Officers.

Q. What are the responsibilities of a commanding officer as regards the hospital and arrangements for the care of the sick?

A. He is frequently to visit the hospital, and to investigate the economy and order therein established; to inquire into the state of the patients, their diet and attendance of every kind, and to enforce the observance of regulations. He is likewise responsible that divine service is performed and duly attended by the convalescent patients, and that the sick are regularly visited by the clergyman.

[*Q. Reg., Hospitals.*

Q. What reports regarding the sick are required by regulation?

A. The surgeon is to make a daily report to the commanding officer, who is to report weekly to the officer commanding the station or brigade. [*Idem.*

Q. Under whose immediate superintendence are regimental hospitals placed?

A. Under that of the surgeon, subject to the general superintendence of the director-general of the medical department. [*Idem.*

Q. What are the regulations as to furnishing a guard to the hospital?

A. A guard is to be constantly furnished, and the surgeon is to signify to the commanding officer the orders which he wishes to be given to it. [*Idem.*

Q. May convalescents, on coming out of hospital, be at once sent to duty?

A. Not until the surgeon certifies that they are perfectly recovered. [*Idem.*

Q. What inspection of convalescents should be made to prevent their remaining exempted from duty longer than necessary?

A. A daily inspection at morning parade by the surgeon. [*Idem.*

Q. Are convalescents to carry their packs on a march?

A. Not until they are certified to be fit for duty. [*Idem.*

Q. What parades should be attended by the surgeon or assistant surgeon?

A. Field days, and at certain stations abroad, target practice. [*Idem. H. G. Order, 18th March, 1861.*

Q. What penalty will be incurred by any soldier who is guilty of assuming, while he is in a military hospital, any other name than the one he is known by in his regiment?

A. He is to be tried by court-martial for the offence.

[*Q. Reg., Hospitals.*

Q. Are regimental surgeons bound to afford medical aid to soldiers of other regiments, or seamen, who are absent from the corps or ship to which they belong?

A. They are, upon obtaining the commanding officer's authority for so doing. [*Idem.*

Q. When medical aid has been afforded in hospital to soldiers of

other regiments, in what manner is the expense incurred to be recovered?

A. The paymaster is to repay the surgeon the expense incurred, on the certificate thereof being signed by the surgeon and counter-signed by the commanding officer. The agent of the regiment to which the patient belongs is to repay the same on demand.

[Q. Reg., Hospitals.]

Q. In whose presence should the *wills of soldiers in hospital* be executed?

A. In that of the surgeon or assistant surgeon. [Idem.]

Q. Under whose superintendence are the men of the army hospital corps placed?

A. Under that of the surgeon; but the military discipline of the corps is to be maintained by the commanding officer at the station. [Idem.]

(23.) *Barracks, Fuel and Light, Lodging Allowances.*

Q. May *soldiers be called upon to pay* for plates, dishes, tablecloths, furniture, &c., for their use in barracks?

A. No. [Q. Reg., Barracks.]

Q. If, upon the arrival of a regiment, the barracks are found to have been left by the regiment quitting them in a *dirty or improper* state, to whom should the circumstance be reported?

A. To the commander-in-chief, through the quartermaster-general. [Idem.]

Q. What document is to be hung up in every barrack room regarding the furniture, utensils, &c., in the room?

A. An *inventory*, signed by the barrackmaster. [Idem.]

Q. If the inventory be defaced or destroyed, at what rate is it to be charged for?

A. One shilling. [Idem.]

Q. What officers should be present *when stores are issued* for the use of the troops, or are returned by them into store?

A. The barrackmaster and the quartermaster, or other commissioned officer of the regiment. [Idem.]

Q. When it is necessary to *destroy bedding*, what course is to be pursued?

A. On the recommendation of the medical officer, a report is to be made to the general officer commanding, in order that a board, consisting of a field officer, two medical officers, and the barrackmaster, may be assembled, in whose presence the bedding is, if necessary, to be destroyed. [Idem.]

Q. What proportion of *soldiers' wives* are permitted, when the available accommodation admits, to reside with their husbands in barracks?

- A. 3 out of every 4 or 5 serjeants,
 4 " " 6 or 7 "
 5 " " 8 or 9 "
 6 " " 10 or upwards,

and of all other non-commissioned officers and men in the proportion of 5 to 60 men. Above that number at the rate of eight per cent. of the whole.

[*War Office Circular, 12th Sept., 1860.*

Q. Are soldiers who have married without leave, or who have married previous to enlistment, to be permitted to participate in any of the advantages allowed to married soldiers?

A. Not except by the authority of the general officer in command. [*Q. Reg., Barracks.*

Q. What accommodation is allotted to a married soldier?

A. When a separate room has not been provided, each married soldier is entitled to the accommodation usually allotted to four single soldiers. [*War Office Circular, 12th Sept., 1860.*

Q. In what proportion are *rugs* issued to soldiers proceeding by steam vessels from and to ports in Great Britain?

A. One to each soldier. [*Q. Reg., Barracks.*

Q. Are troops liable to be charged for any deficiency of *rugs* issued for their use on board steam vessels?

A. They are, unless the deficiency be caused by unavoidable accident or casualty at sea. [*Idem.*

Q. When troops proceeding to or arriving from foreign stations have been supplied with bedding, utensils, &c., to whom are they to be delivered on disembarkation?

A. To the nearest barrackmaster or storekeeper if the articles have been supplied by the war office, and to the nearest transport or victualling yard if they have been supplied by the transport department of the navy. [*Idem.*

Q. What are the regulations regarding the annual issue of *watch coats* to regiments?

A. They are issued on the 1st of November, to be returned into the barrack store on the 1st of April, damages not arising from fair wear being assessed. [*War Office Circular, 24th Sept., 1862.*

Q. By whom is the *barrackmaster* to be accompanied during his inspection of buildings common to the whole of the troops?

A. The adjutant. [*Q. Reg., Barracks.*

Q. Who is responsible for the assessment of *hospital damages*?

A. The purveyor of the district or station.

[*War Office Circular, 24th August, 1859.*

Q. How often should the *charge on account of periodical repairs* assessed against the troops be made?

A. Monthly.

[*Q. Reg., Barracks.*

Q. How is the commanding officer to ascertain that all barrack repairs charged to the troops have been made good?

A. The officers in charge of companies and departments are required to certify monthly, for the commanding officer's information, that, so far as relates to their respective provinces, the damages of the preceding month have been made good (or as the case may be). [*Q. Reg., Barracks.*]

Q. At the *marching-out* inspection of barracks, how and by whom are damages to be assessed?

A. An experienced officer is to be appointed to accompany the barrackmaster and quartermaster in going over the barracks and assessing the damages. [*Idem.*]

Q. May tradesmen or contractors attend the barrackmaster during a *marching-out* inspection?

A. No. [*Idem.*]

Q. When and to whom is the amount of damages assessed at a *marching-out* inspection to be paid?

A. Forthwith, to the barrackmaster. [*Idem.*]

Q. When a commanding officer appeals against an assessment for barrack repairs, what course should he pursue?

A. Having given notice in writing to the barrackmaster of the items objected to, a copy of such notice and the appeal should be transmitted to the quartermaster-general, through the general commanding. The articles are, if practicable, to remain in the same state until the question can be adjusted. [*Idem.*]

Q. When troops are suddenly ordered to quit a barrack, what notice should be given to the barrackmaster?

A. A copy of the order is to be sent to him. [*Idem.*]

Q. By whom is the execution of all repairs charged against troops on quitting a barrack to be certified?

A. By the commanding officer of the relieving corps. [*Idem.*]

Q. May wine, beer, spirituous liquor, provisions, or any other article be sold within the barracks, except at the *canteen*?

A. No. [*Idem.*]

Q. In case of extortion or improper conduct on the part of the tenant of a *canteen*, what steps should be taken?

A. The commanding officer should represent the circumstance to the commander-in-chief through the quartermaster-general. [*Idem.*]

Q. Is the tenant of a *canteen* bound to obey all orders which the officer in command of the troops may think proper to issue in respect to the opening or closing of the *canteen*?

A. Yes. [*Idem.*]

Q. What are the regulations regarding the sale of liquors by the tenant of the *canteen*?

A. None are to be sold, of any description whatever, before

twelve o'clock at noon, or after tattoo beating, or to any person appearing to be intoxicated. [*Q. Reg., Barracks.*]

Q. Have serjeants the privilege of purchasing wherever they may think proper, and of introducing such liquors, provisions, or other articles as they may require?

A. Yes; provided it be for the sole and exclusive use of their own mess. [*Idem.*]

Q. Is the tenant of the canteen to be permitted to give credit or trust to, or receive any pledges or pawns from, any soldier?

A. No. [*Idem.*]

Q. Are civilians permitted to frequent or make use of the canteen?

A. Not without the sanction of the commanding officer. [*Idem.*]

Q. Are soldiers at liberty to resort to shops in the neighbourhood for the purchase of articles of provisions instead of procuring them at the canteen?

A. They are. [*Idem.*]

Q. Has an officer who is indulged, under proper authority, with leave to provide lodgings out of barracks at his own expense any claim to the usual issues of fuel and light from the barrack stores?

A. No; the only exception to this rule is that of the officer commanding a regiment, who, although he may reside in private lodgings, is authorized to occupy one room in the barracks, and he is entitled to the allowance of fuel and candles for such room only. [*Idem.*]

Q. What allowance is granted to married officers living out of barracks, with permission, for their own convenience, in lieu of the usual issues of fuel and light?

A. Sixpence per diem. [*War Office Circular, 6th Aug., 1858.*]

Q. What allowances are granted to officers in lieu of lodgings, as well as of fuel and light, when the number of rooms in barracks is insufficient for their accommodation?

A. Field officers commanding regiments, . 4s. 0d. per diem.

Other field officers, 3s. 0d. "

Captains, 2s. 3d. "

Subalterns, 2s. 0d. "

[*War Office Circular, 1st Sept., 1856.*]

Q. What allowances are granted to staff serjeants when they cannot be accommodated with quarters in barracks?

A. First-class staff serjeants, 8s. 6d. per week.

Second, " " " " " 4s. 3d. "

[*Idem.*]

(24.) Libraries.

Q. What is the rate of subscription of officers to the barrack library?

A. One day's pay per annum. [*War Office Circular, 22d Feb., 1858.*]

Q. What is the authorized rate of subscription of soldiers to the barrack library and reading-room?

A. One penny per mensem.

[*Idem.*]

Q. Whose approval must be obtained before any donation of books for barrack libraries can be accepted?

A. That of the Secretary of State for War. [*Q. Reg., Barracks.*]

Q. Under whose supervision are barrack libraries, with their contents, placed?

A. Under that of the Council of Education.

[*War Office Circular, 10th March, 1860.*]

Q. How are charges on account of damage of books against officers and soldiers recovered?

A. Statements of the charges, properly attested, are transmitted to paymasters, with a view to the money being recovered from the men, and carried to the credit of the public. [*Q. Reg., Barracks.*]

Q. In whose immediate charge are the books of military libraries to be kept?

A. A *librarian* is appointed for the purpose.

[*Idem.*]

Q. Who is responsible that the individual is pointed out by whom any specific damage or loss of books may have been caused?

A. The librarian.

[*Idem.*]

(25.) *Duties in Camp.*

Q. On the arrival of a brigade on the ground destined for its camp, what steps are to be taken?

A. The quarter and rear guards are to mount immediately, and, when circumstances require them, the advanced piquets are to be posted. The men's tents are then to be pitched.

[*Q. Reg., Duties in Camp.*]

Q. May officers quit their companies on arrival at the encamping ground?

A. Not until the men's tents are pitched.

[*Idem.*]

Q. Are huts allowed in front of or between the intervals of the battalions in camp?

A. No.

[*Idem.*]

Q. On arriving in a camp which is intersected with hedges, ditches, unequal or boggy ground, what arrangements should be made?

A. Regiments are immediately to make openings of communication sixty feet in width.

[*Idem.*]

Q. What arrangements are further to be made to facilitate the movement of artillery and troops?

A. The ground in front of the encampment is to be cleared, and

every obstacle removed. The communications of regiments with the nearest great routes are to be kept open and free from impediments.

[*Q. Reg., Duties in Camp.*]

Q. What officers are to be detailed *daily for duty* in camp?

A. A general or generals of the day, according to the circumstances and strength of the camp; a lieutenant-general of the day and a major-general of each wing, or one major-general of cavalry and one of infantry, and majors of brigade in the same proportion; a field officer per brigade, and a captain and subaltern of the day per regiment, and an adjutant and quartermaster of the day per brigade.

[*Idem.*]

Q. Are all *camp guards* to be relieved at the same hour?

A. Yes.

[*Idem.*]

Q. What are the duties of the *general of the day* in camp?

A. To superintend the regularity and discipline of the camp in every particular, to visit outposts and piquets, and to receive all reports.

[*Idem.*]

Q. What are the duties of the *field officer of the day* of a brigade?

A. He has the immediate superintendence of the camp of the brigade; he is to be present at the mounting and dismounting of all the brigade guards, particularly of the *inlying piquets*, which are under his command. He is to call them out, to inspect them, to order such patrols from them as he may judge necessary, and in the event of the *inlying piquets* being required to march, he is to march with them.

[*Idem.*]

Q. What are the duties of the *captain of the day* of a regiment in camp?

A. He superintends the cleanliness and regularity of the camp of the regiment; he attends the parading of all regimental guards, orders the roll to be called frequently, and at uncertain hours, and reports everything extraordinary to the commanding officer. It is his duty to visit the hospital, and report its state to the commanding officer.

[*Idem.*]

Q. What are the duties of the *adjutant of the day*?

A. To assist the brigade major in his duty.

[*Idem.*]

Q. What are the duties of the *quartermaster of the day* and of quartermasters of regiments in camp?

A. To attend to the cleanliness of the camp.

[*Idem.*]

Q. What are the regulations regarding the mounting and dismounting of the *inlying piquets*?

A. They mount at sunset and remain accoutred all night, and are not to be dismissed in the morning till inspected by the field officer of the day.

[*Idem.*]

Q. When should the piquets next for duty be warned?

A. When those on duty mount. [Q. *Reg., Duties in Camp.*

Q. If the piquets on duty are ordered out, how should the piquets next for duty act?

A. They are to accoutre immediately, and consider themselves on duty. [Idem.]

Q. Are non-commissioned officers or soldiers permitted to quit *their camp* or cantonments?

A. Not without a pass signed by the commanding officer, or, under his authority, by the adjutant. [Idem.]

Q. What are the orders regarding the *treatment of the people* by troops in the field?

A. Any soldier ill-using or attempting to defraud them is to be punished in the most exemplary manner. Every encouragement is to be given to the people to supply the markets. [Idem.]

Q. By whom are all *small parties*, whether for marketing, for wood, water, or straw, to be commanded?

A. By a non-commissioned officer, unless the party exceeds eighteen men, when it must be commanded by an officer. [Idem.]

Q. On the *breaking up of a camp*, may huts or straw be set fire to?

A. Not unless particular orders are given for the purpose. [Idem.]

Q. When the charges in *loaded arms cannot be drawn*, under whose inspection are they to be discharged?

A. Under that of the adjutant or other commissioned officer. [Idem.]

Q. If a sudden order to march be given to troops in camp, in what time is it expected that they will stand formed at the head of the encampment, with baggage packed and ready to move?

A. In half-an-hour from the time they receive the order to march either in the night or day. [Idem.]

Q. What is to be done with *suspicious persons* who may be found about a camp?

A. They are to be apprehended and sent under a guard to headquarters. [Idem.]

Q. How many *bât men* are allowed to officers and companies when a battalion takes the field, for the care of horses carrying camp equipage?

A. One to each of the field officers, two to each of the companies, one to the staff, and one to the surgeon. [Idem.]

Q. When detachments of brigades are required to march immediately, from whence are the men to be taken?

A. They are to be taken from the inlying piquets, and are to be replaced directly. [Idem.]

Q. Should a surgeon or assistant surgeon invariably accompany detachments of brigades ordered out on service?

A. When the detachment is composed of two hundred men or

upwards. On particular duties the attendance of a medical officer may be requisite with smaller detachments.

[*Q. Reg., Duties in Camp.*

Q. What hours are fixed by regulation as those of actual labour for *working parties*?

A. In summer, ten hours; in winter, eight. [*Idem.*

Q. Are working parties to be paid in proportion for any greater or less number of hours they may be engaged in each day than those fixed by regulation?

A. Yes. [*Idem.*

Q. May working pay be claimed by the troops for all work performed in camp or on service?

A. No; working pay is only to be claimed for the performance of certain duties at sieges, and in cases sanctioned by the general commanding. [*Idem.*

Q. May officers commanding corps furnish working parties on their own responsibility?

A. No; not without an order from the general officer under whose command they are serving. [*Idem.*

Q. Is the levelling of ground in the vicinity of a camp or barracks, and making communications between different parts of them, of the description of work for which additional pay is granted?

A. No; such work is simply a duty of fatigue. [*Idem.*

Q. Describe generally the duties and powers of a *provost-martial*.

A. He is to take charge of prisoners—to preserve good order and discipline—to use every means for the prevention of crime—to take cognizance of the conduct of camp followers and retainers of the army—to prevent and detect persons committing acts of disorder or depredations. He is intrusted with authority to inflict summary punishment on any soldier or individual connected with the army whom he may detect in the actual commission of any offence against order and discipline. The exercise of his authority, however, is to be limited to the necessity of the case. [*Idem.*

Q. What precaution to prevent disorderly conduct should be taken by all regiments *encamped near villages*?

A. Frequent patrols should be sent into them to apprehend such persons as may be there without passes, or who, having passes, may behave improperly. [*Idem.*

(26.) *Recruiting.*

Q. Who are responsible for the *selection of men* to be employed on the recruiting service?

A. Commanding officers of regiments and depots.

[*Q. Reg., Recruiting.*

Q. May married sergeants be employed on the recruiting service?

A. It may in some cases be necessary to detach from weak depots married sergeants on this duty. [*Q. Reg., Recruiting.*]

Q. May private soldiers be employed on the recruiting service?

A. No. [*H. G. Order, 28th May, and 11th Dec., 1861.*]

Q. To whom are applications for detaching, withdrawing, or removing recruiting parties to be addressed?

A. To the adjutant-general. [*Q. Reg., Recruiting.*]

Q. With whom should a commanding officer communicate before forwarding an application to the adjutant-general regarding the withdrawal or removal of a recruiting party?

A. With the inspecting field officer of the district in which the party is stationed. [*Idem.*]

Q. Is it necessary that persons authorized to enlist recruits should be in uniform at the time of enlistment?

A. It is. [*Idem.*]

Q. What are the orders of the service as to reporting to the adjutant-general the strength of regiments and depots with a view to recruiting being ordered to begin or cease as the case may require?

A. If a regiment is recruiting by its own parties, a report is to be made when it is within ten of its establishment; if open to the districts generally, when within thirty; if not recruiting by its own parties, when five below its establishment.

[*H. G. Order, 13th Dec., 1858.*]

Q. What document must all recruiting parties be furnished with before leaving the headquarters of their regiment or depot?

A. Beating orders. [*Q. Reg., Recruiting.*]

Q. To whom should commanding officers apply for beating orders?

A. To the Secretary of State for War. [*Idem.*]

Q. May boys be enlisted for military service?

A. They may, in the proportion of one to one hundred of the establishment, but not without special authority.

[*H. G. Order, 14th Jan., 1862.*]

Q. May application be made to enlist boys under fourteen years of age?

A. Not except under very special circumstances.

[*Q. Reg., Recruiting.*]

Q. Whose consent must be given before application is made for authority to enlist a boy?

A. The consent of his parents or guardians. [*Idem.*]

Q. May boys of any size or appearance be recommended for enlistment?

A. No boy is to be recommended for enlistment who does not,

from his make and stature, offer the fairest hopes of growth, and of becoming, when he has attained the proper age, an effective soldier.

[*Q. Reg., Recruiting.*]

Q. Who are held responsible that men are not received into the army who, from *physical defects or bad health*, are unfit for service?

A. The medical officers by whom *recruits are examined*. [*Idem.*]

Q. When there is no military medical officer within reasonable distance, by whom should recruits be examined?

A. By medical officers, of militia, in preference to civil practitioners. [*Idem.*]

Q. May *seafaring men* be enlisted for military service?

A. No. [*Idem.*]

Q. When men who have served previously are *re-enlisted*, what document are they to be required to produce?

A. The certificate of their discharge, which is to be attached to their attestation. [*Idem.*]

Q. What limit is fixed to the age at which a discharged soldier may be re-enlisted, if enlisted originally for unlimited service?

A. Thirty-six years of age. [*H. G. Order, 14th Jan., 1862.*]

Q. Is it necessary that commanding officers should satisfy themselves in regard to the *character* of recruits enlisted at their headquarters?

A. It is. [*Q. Reg., Recruiting.*]

Q. May commanding officers reject recruits who have been *approved* by the inspecting field officers of districts?

A. No; the inspecting field officer's approval is final. [*Idem.*]

Q. Should recruits approved by an inspecting field officer of a district be objected to by a commanding officer, what course should the latter pursue?

A. The case should be referred to the general officer for his disposal at the next half-yearly inspection. [*Idem.*]

Q. Are officers of all ranks competent to approve finally of recruits?

A. No officer under the rank of a field officer is, without special authority from the commander-in-chief. [*Idem.*]

Q. When recruits enlist for a *regiment having two battalions*, are they to be enlisted for the regiment generally or for a particular battalion?

A. For the regiment generally. [*Idem.*]

Q. By whom are recruits to be posted to a particular battalion of a regiment?

A. By the officer who finally approves them. [*Idem.*]

Q. By whom are recruits sent direct from a recruiting subdivision to a regiment or depot to be inspected?

A. By the officer commanding. [*Idem.*]

Q. When a recruit sent direct from a recruiting subdivision is

rejected by the commanding officer for any cause showing culpable inattention on the part of the subdivision officer, what steps should be taken?

A. The recruit should be at once discharged, with a protecting certificate, and sent back to the place of his enlistment, and the commanding officer will enter in his attestation, "All expenses disallowed."

[*Q. Reg., Recruiting.*]

Q. When a recruit sent direct from a recruiting subdivision is rejected for surgical, medical, or constitutional causes, on joining his regiment or depot, when inspected by a military medical officer, what course is to be pursued?

A. The case should be reported to the officer commanding at the station, who will order a medical board to assemble for the examination of the recruit.

[*Idem.*]

Q. Should a recruit, after examination by a civil practitioner, be rejected for surgical reasons, what course is to be pursued?

A. He is to be discharged at once, with a protecting certificate, the medical officer recording the reasons on the attestation. [*Idem.*]

(27.) *Levy and Smart Money.*

Q. How and when should a recruit's bounty be paid to him?

A. In cash, without deduction, on joining and being finally approved.

[*H. G. Order, 14th Jan., 1862.*]

Q. Are boys and lads enlisted under special authority entitled to bounty?

A. No.

[*Idem.*]

Q. State in what manner the levy money of a recruit is distributed.

A. To the recruit, £1 as bounty; to the superintending officer, 5s. on final approval, 1s. for attesting, 4s. for surgical examination; to the party, 5s. on final approval (including 3s. 6d. to the bringer), 10s. on the recruit leaving the district (including 4s. to the bringer), 1s. for conducting the recruit to his corps.

[*Idem.*]

Q. How is the sum paid by a recruit as *smart money* to be distributed?

A. 9s. 6d. to the recruiting party, 10s. 6d. to the public; the difference of 1s. being intended to meet the change for the fee payable under the Mutiny Act to the magistrate's clerk.

[*War Office Circular, 1st Oct., 1861.*]

Q. Are rewards granted to the persons through whose instrumentality the re-engagement of soldiers is effected?

A. No.

[*H. G. Order, 14th Jan., 1862.*]

Q. Are any rewards granted for the enlistment of boys?

A. No.

[*Idem.*]

(28.) *Furlough, Free Kit, and Past Service on Re-engagement.*

Q. Are soldiers who re-engage at the termination of their limited service entitled to receive a *free kit* in addition to bounty?

A. Yes, or an allowance in lieu thereof.

[*War Office Circular, Oct., 1862.*]

Q. In addition to bounty and free kit, what is granted to soldiers who re-engage whilst serving?

A. An allowance of twenty days' pay of their rank, and a *furlough* for two months if serving at home or at certain stations abroad; if serving at distant stations a pecuniary allowance is granted in lieu of the furlough. [*Royal Warrant, 30th Oct., 1861.*]

Q. What are the rates of the pecuniary allowance mentioned in the answer to last question?

A. In India, China, Ceylon, Mauritius, Australia, New Zealand, £5; Cape, Canada, St. Helena, West Indies, £3. [*Idem.*]

Q. When soldiers who re-engage abroad are eligible, under the warrant, for a furlough, is their passage to England and back to be free, or at their own expense?

A. Free.

[*Idem.*]

Q. Are soldiers who re-engage whilst serving permitted to count the full period of their *past service* towards pension?

A. Yes.

[*Idem.*]

Q. Under what circumstances may soldiers discharged on the termination of their limited engagement be permitted to re-engage?

A. If in possession at the time of discharge of a good conduct badge, and if the re-engagement be within twelve months from discharge, and if not above 32 years of age. [*Idem.*]

Q. Are soldiers who are permitted to re-engage after discharge entitled to count any of their past service towards pension?

A. One-half of it, if recommended for twelve months uninterrupted good conduct, at any time after re-engagement, provided the period of former service and cause of discharge were declared at the time of re-engagement. [*Idem.*]

Q. Are soldiers discharged on reduction, for disability, or by purchase, during the first period of service, permitted to re-engage on the same terms as soldiers discharged on the completion of their first period?

A. If of good character, they are.

[*Idem.*]

(29.) *Embarkation of Troops.*

Q. When a regiment or detachment is ordered for embarkation, by whom are they to be minutely *inspected*?

A. By the general officer commanding the district. Previously

to embarkation a strict examination is to be made of the men, in order to ascertain if they are likely to continue effective in the climates for which they are destined. [Q. Reg., Embarkation.]

Q. On the arrival of a vessel for the reception of troops, what inspection of her accommodation and stores should be made?

A. An inspection by staff and medical officers under the orders of the general officer commanding. [Idem.]

Q. In *packing arms* for embarkation, what precautions should be taken to ensure their proper preservation during the voyage?

A. They should be thoroughly greased, a plug of soft wood saturated with oil (or some tallow) is to be put into the nipple, the snap cap is to be on, and the hammer let down upon it; and care should be taken that the muzzle stopper fits closely, so as to render the barrels as nearly as possible airtight. [Idem.]

Q. When regiments or armed detachments are warned for embarkation, what steps are to be taken to have the proper supply of ammunition for the voyage put on board the vessel?

A. Application is to be made to the adjutant-general for a supply of ball cartridges at the rate of twenty rounds per man for serjeants, and sixty rounds per man for privates. [Idem.]

Q. Under whose immediate *superintendence* should the embarkation of troops take place?

A. Under that of the general or other officer commanding at the station. [Idem.]

Q. When a regiment embarks for garrison duty on foreign service, what number of *soldiers' wives* may be permitted to accompany their husbands?

A. The full number who are permitted on home service to reside in barracks. [Idem.]

Q. When regiments are embarked for India, China, or for New South Wales, in what proportion are soldiers' wives to be permitted to accompany their husbands?

A. In the proportion of twelve to one hundred men, inclusive of all ranks. [Idem.]

Q. In making the selection of soldiers' wives to accompany their husbands on embarkation, to whom is the preference to be given?

A. To those of best character, and who are likely to be most useful to the troops. [Idem.]

Q. When a regiment is on foreign service, by whom is selection to be made of soldiers' wives to embark from time to time to fill up vacancies in the establishment abroad?

A. The officer commanding the regiment, who will notify the names of the women in the returns which he transmits to the depot at home. [Idem.]

Q. May soldiers' wives who have joined the regiment abroad without authority be taken on the strength?

A. No; the preference is to be given to such women as have waited at home for their turn to go out. [*Q. Reg., Embarkation.*]

(30.) *Disembarkation of Troops.*

Q. On the arrival of troops in any port for disembarkation, by whom are they to be visited on board and *inspected*?

A. A field officer is to be appointed by the general officer in command to visit the vessel in company with a medical officer, and to inspect the men. [*Q. Reg., Embarkation.*]

Q. To whom are *disembarkation returns* to be forwarded by the general officer commanding?

A. To the adjutant-general, quartermaster-general, and the Secretary of State for War. [*Idem.*]

Q. What report is to be inserted in the disembarkation returns?

A. A report of the conduct of the soldiers, their state of health, and the number of courts-martial during the voyage. [*Idem.*]

Q. *After disembarkation*, what inspection of troops is to be made?

A. A minute inspection by the general or other officer commanding, who will transmit a detailed report of their state to the adjutant-general. [*Idem.*]

(31.) *Regimental Books.*

Q. By whom are all *entries* in the regimental books to be examined?

A. By the commanding officer. [*Q. Reg., Books.*]

Q. When a regiment embarks for *active service*, are the whole of the regimental books to be taken with it?

A. No; only such as may be absolutely required on service, the remainder being left at the depot. [*Idem.*]

Q. Name the books which are to be kept in every regiment.

A. 1st. General order book; 2d. Regimental order book, in two parts; 3d. Record of officers' services; 4th. Roll book for service companies, and register of soldiers' services for depot; 5th. Letter book; 7th. Return book; 6th. Register of furloughs; 8th. Description of deserters; 9th. Defaulter book; 10th. Officers' court-martial book; 11th. Court-martial book; 12th. History of services; 13th. Register of marriages and baptisms; 14th. Savings' bank ledger, 15th. Casualty book. [*Idem.*]

Q. What orders are to be contained in Parts I. and II. respectively of the *regimental order book*?

A. In Part I., temporary orders; in Part II., permanent orders. [*Idem.*]

Q. What are the orders regarding entries in the *regimental defaulters' book*?

A. The names are to be entered by companies. Crimes of drunkenness are to be in black ink, and to bear the same number in the margin, in red ink, as is prefixed to the corresponding act in the company defaulters' book. After a conviction of habitual drunkenness the numbering is to recommence. [*Q. Reg., Books.*]

Q. When a soldier becomes non-effective, what is to be done with the records, if any, of his misconduct?

A. In case of death they are to be destroyed; on discharge as an invalid they are to be forwarded with the discharge documents; on removal to another regiment they are to be sent with the soldier. The defaulter and court-martial sheets of a soldier who is discharged, except to pension, are to be preserved for two years. Should he re-enlist, and claim restoration of service within that time, application is in all cases to be made to his former regiment for the above documents. [*Idem.*]

SECTION VI.*

THE CHARGE OF A COMPANY OR DETACHMENT IN EVERY POSITION
IN WHICH IT MAY BE PLACED.(1.) *Proceeding on, or Returning from, Detached Duties.*

Q. When a detachment in charge of an officer *proceeds by rail* under route, should a railway warrant be issued?

A. No. [*War Office Circular, 24th Aug., 1849.*]

Q. When a detachment proceeds by rail under route, is it requisite that receipts should be taken for the railway fare?

A. Not if it be evident from the route that the detachment must have so proceeded. [*Idem.*]

Q. When railway carriages are required for the conveyance of troops, what previous arrangement should be made?

A. Notice of the required accommodation should be given. [*]

Q. When troops are ordered to proceed by rail, what arrangements should be made as to their baggage?

A. It should be sent under escort to the railway station in sufficient time to be placed in the trucks. [*]

Q. At what rate should baggage conveyed with troops at the public cost be charged for by the railway?

A. 2*d.* per ton per mile, the military assisting to load and unload. [*War Office Circular, 20th Aug., 1862.*]

Q. When troops arrive at railway stations for conveyance by train, what rules should be observed?

A. The men should be directed to take off their knapsacks and hold them in their hands, remaining steadily in the ranks. When the train is ready, the men will be told off to carriages, and, under the superintendence of their officers, be marched regularly by sections at a time to their places. [*]

Q. When troops proceed by rail, should the men be permitted to get out of the carriages at intermediate stations?

A. Not without leave from the commanding officer, who, with the concurrence of the railway authorities, must exercise his discretion in permitting, at certain stations, such men as desire it to leave their carriages for a brief period. [*]

* Corresponding with Paragraph 14 of *Horse Guards Examination Order.*

Q. When troops proceed by rail, are they to wear their great-coats?

A. During the winter, and in cold weather at other seasons, they are invariably to do so. [*Q. Reg., Marches.*]

Q. When troops proceeding by rail arrive at the station at which they are to quit the train, what rules should be observed?

A. On leaving the train the men should at once put on their knapsacks, and fall in on their coverers. They will then be marched off, an escort being left to take charge of baggage. [*]

Q. When troops *embark* or *disembark*, what rules should be observed?

A. Before embarking, the men should be required to take off their knapsacks and hold them in their hands, remaining steadily in the ranks. They will then be marched on board by sections at a time. Men should disembark with their knapsacks in their hands, and the coverers of companies should be thrown out. On landing, the men will at once buckle on their knapsacks and fall in. [*]

(2.) *Ordinary Duties on Detachment.*

Q. What is the usual method adopted of *crying down the credit* of a detachment?

A. A serjeant, accompanied by a drummer or bugler, makes proclamation in conspicuous places that all persons who give credit to soldiers do so at their own risk, the officers not being bound to discharge such debts. [*Pipon's Military Law.*]

Q. What information should officers on detachment obtain with regard to the *civil authorities* in their neighbourhood?

A. They should make themselves acquainted with their names, residence, and jurisdiction. [*]

Q. Are officers on detachment permitted to adopt any system of *discipline and interior economy* which may be at variance with that established at headquarters in accordance with the Queen's Regulations.

A. No.

[*Q. Reg., Interior Economy.*]

Q. If an officer in command of a detachment desire to bring a soldier before a court-martial, what steps should he take?

A. He should submit the man's crime, with a summary of evidence, surgeon's certificate, and statement of general character, for the decision of the officer commanding the regiment. [*]

Q. To whom should the officer commanding a detachment refer in *cases of difficulty* connected with regimental matters?

A. To the officer commanding his regiment. [*]

Q. If *marriages or baptisms* take place in a detachment, what is the duty regarding them of the officer in command?

A. He is to require the soldier to obtain from the clergyman officiating a certificate for transmission to the adjutant, in order that the same may be recorded in the regimental register.

[*Q. Reg., Books.*

Q. When any officer of the regimental staff, or of the civil departments, senior in rank to the commanding officer, is serving with a detachment, which officer is entitled to a preference?

A. The commanding officer. [*Q. Reg., Classification of Officers.*

Q. When the paymaster of the regiment does not attend for the purpose, by whom is the muster of a detachment to be taken monthly on the prescribed day?

A. By the officer in command, who will forward the muster roll to headquarters with the usual declaration.

[*War Office Explan., Directions, Musters.*

Q. By whom is money for the subsistence of detachments supplied?

A. By the paymaster, the pay list of the detachment being forwarded to him in the usual manner. [*Idem.*

Q. When a company is absent from headquarters on detachment, may the quarterly comparison of its savings' bank ledger with the regimental ledger be deferred?

A. Yes, until the return of the company to headquarters.

[*War Office Circular, 31st Aug., 1861.*

Q. What returns should be furnished by all detachments to the headquarters of the regiment?

A. A weekly state and sick report, a monthly diary of parades, and return of defaulters, punishments, &c., and all such returns as may be necessary to enable the officer commanding to make up the returns of the regiment. [***

Q. Are forms required for the use of detachments to be drawn by them from the war office?

A. If the accounts of the detachments are included in those of the regimental paymaster, and rendered through him, the forms are to be drawn from the regiment. [*Q. Reg., Books.*

Q. How should officers commanding detachments without medical officers obtain medical aid for the men?

A. If no medical staff officer, or medical officer of militia, be available, recourse is to be had to the practitioners of the country.

[*Q. Reg., Interior Economy.*

Q. When medical aid is afforded to a detachment by civil practitioners, to whom is the circumstance to be reported?

A. To the officer commanding the regiment, for transmission to the army medical department. [*Idem.*

Q. What arrangement should be made as to hospital orderlies for detachments?

A. A proportion of the permanent hospital staff of the regiment is to be attached to detachments according to their strength and probable average number of sick. [*H. G. Order, 3d Oct., 1862.*]

Q. For what are officers commanding detachments and parties responsible with reference to *divine service*?

A. That the men under their orders attend divine service at the parish or other churches nearest their quarters.

[*Q. Reg., Divine Service.*]

(3.) *Drafts.*

Q. In addition to the documents required in cases of transfer, what *documents* should the officer in charge of a draft receive from the depot, for transmission to the service companies?

A. A statement of the men's accounts according to form, showing the date to which each has been paid, the period for which he has received clothing, the nature of unsettled claims, stating the cause which prevents their settlement, and a list of necessities in possession of each man on quitting the depot.

[*Q. Reg., Service and Depot Companies.*]

Q. When the officer commanding a draft receives from the officer commanding the depot the documents required to accompany the men, what method should be adopted to guard against error?

A. A receipt should be made out in duplicate, containing a nominal roll of the draft, specifying opposite each man's name the documents concerning him handed over. One copy should be returned by the officer commanding the depot, the other by the officer commanding the draft. [*]

Q. When waiting-men accompany a draft to the port of embarkation, what must the officer in charge be careful to do with the documents relating to them?

A. He should keep the documents of the waiting-men separate from the others; and in the event of their not being required to proceed with the draft, he must, before sailing, transmit the documents to the officer commanding the depot. [*]

Q. When an officer receives charge of a draft, to what points regarding *necessaries and accounts* should he particularly attend?

A. He should inspect the necessities, and ascertain that all the articles are forthcoming and in good order, see that the men's accounts are properly signed, and receive from the officers concerned the credit balances due to the men, taking over and paying the debts in the usual way. [*]

Q. What should the officer about to proceed in charge of a draft do with reference to the *sea kits* of his men?

A. He should receive them from the quartermaster, ascertaining that all are marked, and cause them to be properly packed, so as to be ready for issue when the men embark. [*]

Q. Before proceeding in charge of a draft, what cash should the officer receive from the paymaster on account of his men?

A. The balance (after deducting the price of the sea kits) of the regulated *advance of pay*. [* *Q. Reg., Sea Necessaries.*]

Q. Should the men of a draft be told off in *messes*, and have their names entered in the mess roll before leaving the depot?

A. Yes; but the names should only be entered in pencil till the men actually embark. [*]

Q. How should the non-commissioned officers be distributed throughout the different *messes* of a draft?

A. At least one non-commissioned or acting non-commissioned officer should be told off to each. [*]

(4.) *Charge of Soldiers Sent Home from Abroad.*

Q. When an officer brings home troops from abroad, with what *documents* should he be furnished before embarkation?

A. A return in duplicate, containing the names of the men, the periods to which they have been subsisted, the cause of their being sent home, their defaulter sheets, and remarks on their respective characters. Also, the discharge documents of such men as are sent home for medical reasons.

[*Q. Reg., Soldiers Sent from Abroad. H. G. Order, 17th June, 1862.*]

Q. When an officer in charge of troops from abroad arrives in England, how are the documents relating to his men to be disposed of?

A. The original documents are to be delivered to the commandant at Chatham, or at such other station to which the men may be sent. The duplicate returns, having been completed, are to be transmitted to the respective depots, under cover, through the adjutant-general's office, after the men have been disposed of. [*Idem.*]

Q. May an officer sent in charge of men from abroad *quit the men on arrival* in England?

A. Not until he shall have delivered his charge over, and obtained permission to leave the garrison.

[*Q. Reg., Soldiers Sent from Abroad.*]

Q. When officers return from abroad in *charge of invalids*, what report should they take the first opportunity of transmitting to the adjutant-general when they arrive in the Channel?

A. The number of men and the state of the sick. [*Idem.*]

(5.) *Duties on Board Ship.*

Q. May an officer *quit his ship* when he pleases?

A. Not without leave from the commanding officer on board.

[*Q. Reg., Duties on Board Ship.*

Q. Who is responsible for the *discipline* of all troops embarked?

A. The senior officer, to whatever branch of the military service he may belong. [*Idem.*

Q. What is the first duty of the commanding officer as soon as the troops are on board, and before dismissing them?

A. To see that the *arms* kept for use are deposited in the arm racks, and that the *accoutrements* are properly stowed away. [*Idem.*

Q. How are men to be allotted to berths and divided into *messes* on board ship?

A. Regularly by companies. [*Idem.*

Q. How are the *packs* to be disposed of on board ship?

A. They are to be hung up near the berths. [*Idem.*

Q. When troops embark under circumstances which render it necessary that they should keep their *ammunition* in their pouches, how are the pouches to be disposed of on board?

A. They are to be taken from the men before they are permitted to go below, and to be deposited under proper charge in some secure part of the vessel. [*Idem.*

Q. Into how many *watches* should the troops on board be divided?

A. Into three. [*Idem.*

Q. What number of men should remain constantly on deck, and under whose charge are they to be placed?

A. One watch should always be on deck, with at least one subaltern officer in charge of it. [*Idem.*

Q. Of what strength is the *guard* to be on board ship, and at what hour daily is it to mount?

A. Its strength is to be in proportion to the numbers embarked, or regulated by the sentries required. It is to mount at 9 A.M. [*Idem.*

Q. How is the *guard* to be exercised in fine weather before marching off?

A. With arms. [*Idem.*

Q. What number of sentries are to be furnished on board ship?

A. Such number as the security of the vessel and the maintenance of order require. [*Idem.*

Q. How are sentries on board ship to be armed when on deck?

A. In harbour, with their arms; at sea, with their bayonets only. [*Idem.*

Q. How are the men of each watch to be told off?

A. To stations, that they may assist in working the vessel. [*Idem.*

Q. May soldiers on board ship be compelled to go aloft?

A. No. [Q. *Reg., Duties on Board Ship.*

Q. What arrangements should be made so that, *in case of alarm* from fire or an enemy, the services of the men may be immediately available?

A. The men are to be told off to quarters, so that on an alarm each may at once repair to his station. [Idem.

Q. In distributing soldiers to quarters on board ship, what number of men should be placed on deck, and where should the remainder be formed?

A. Those men only are to be on deck who can be conveniently employed at the guns or with small arms, or in assisting the sailors; the remainder are to be formed as a reserve between decks. [Idem.

Q. How often and in what manner are troops on board ship to *parade*?

A. Daily at — o'clock A.M. (without shoes and stockings in warm climates.) [Idem.

Q. How often are cooks on board ship to appear clean on parade?

A. Once a-day. [Idem.

Q. What is to be done with the *bedding* daily when the weather permits?

A. It is to be brought on deck in the morning, and, having been well aired, is to be taken down at sunset. [Idem.

Q. By whom is the *deck to be washed* daily?

A. By the morning watch. [Idem.

Q. What regulations are established with a view to prevent accidents from *fire* on board ship?

A. One or more sentries are to be placed at the cooking place, with orders not to allow fire to be taken without permission. No lights are to be permitted except in lanterns, and all are to be extinguished at 8 o'clock, except those over which there are sentries. No smoking to be permitted, except at certain hours on deck, and the use of lucifer and other matches to be forbidden. [Idem.

Q. What are the regulations regarding the inspection and care of arms and accoutrements on board ship?

A. They are to be inspected frequently, and the locks and barrels are to be greased. Arms not in use are to be kept closely packed in the arm chests, in a dry and convenient place. [Idem.

Q. How often are troops on board ship to be inspected in marching order?

A. Once a-week. [Idem.

Q. What are the orders regarding *fumigation* and the use of *windsails* on board ship?

A. The ship is to be frequently fumigated, and windsails are to be constantly hung up. [Idem.

Q. What are the regulations regarding the *exercise of the troops* on board ship?

A. The men are to be encouraged to take such exercise as may be practicable, and they are further to be moved round the ship in double time by squads, for ten or twelve minutes each daily.

[*Q. Reg., Duties on Board Ship.*]

Q. What orders exist as to the separation of the *sick* on board ship?

A. They are to be separated from those in health as much as possible. [*Idem.*]

Q. To what general points is the attention of all officers directed, with a view to the *preservation of health* and the maintenance of discipline and good order on board ship?

A. Attention to the cleanliness and messing of the men, regularity and decency of conduct, and the instant repression of any tendency to insubordination, immorality, and vice. [*Idem.*]

Q. When troops are embarked on board *ships of war*, under whose command are they to consider themselves?

A. Under that of the senior officer of the ship. [*Idem.*]

Q. Is the commanding officer of a ship of war authorized to place any officer or soldier of the troops therein embarked in arrest or confinement?

A. He is, should the circumstances of the case and naval discipline require it. [*Idem.*]

Q. When the practice of the navy authorizes immediate punishment, may it be inflicted on soldiers embarked in ships of war by order of the commanding officer of the ship?

A. It may be inflicted on private soldiers (but no others) if the commanding officer of the troops concur in the necessity for such immediate punishment; but when the naval and military authorities differ thereon, the delinquents are on the first opportunity to be disembarked or removed to a transport, and proceeded against according to military law. [*Idem.*]

Q. May a military court-martial be held on board a ship of war in commission?

A. No. [*Idem.*]

Q. What are the regulations regarding the performance of *divine service* on board ship?

A. It is to be performed on every Sunday when the weather permits. [*Idem.*]

(6.) *Convict Guards.*

Q. When troops are embarked as a guard on board a convict ship, what do the regulations direct as to avoiding *communication with the convicts*?

A. The soldiers are to be strictly forbidden to hold any communication with them. Should a soldier or sentinel be addressed by a convict, he is to call for the non-commissioned officer on duty; but he is on no occasion at liberty to answer the convict.

[Q. *Reg., Convict Guards.*

Q. Where is the *guard* to be stationed by day and night on board a convict ship?

A. By day on the poop, their arms being so disposed on the top of the arm chest as to be immediately available; at night on the quarterdeck, their arms being placed in the arm rack. [*Idem.*

Q. How many *sentries* are to be furnished by a convict guard, and how often should they be relieved?

A. Three, and they should be relieved every hour. [*Idem.*

Q. With whom should the officer commanding a convict guard act in concert in *repressing disturbances* and carrying out his instructions?

A. With the surgeon or superintending officer. [*Idem.*

Q. In whose charge are the *keys of the convict prison* on board ship to be placed by day?

A. In charge of the non-commissioned officer of the guard. [*Idem.*

Q. Besides the non-commissioned officer of the watch, what other non-commissioned officer is to be appointed daily, and what are his duties?

A. A non-commissioned officer of the day. His duties are to superintend the messing, cleaning barracks, &c. [*Idem.*

Q. What are the rules regarding *parades* of troops embarked on board convict ships?

A. At ten o'clock the watches off duty are to parade without arms for inspection, and twice in each week without shoes or stockings. On Sundays the detachment is to parade with arms, when the rifles and ammunition are to be carefully examined. [*Idem.*

Q. In *case of alarm* during the night on board a convict ship, what steps are to be taken?

A. The guard is immediately to occupy the hatchways, and, if necessary, employ their arms to repel any attempt of the convicts to gain the deck; the soldiers of the next relief are to hasten to the barricade, and to occupy each gangway; the remaining watch is to proceed to the poop and act as a reserve. [*Idem.*

Q. How often and by whom should sentries in convict ships be visited during the night?

A. Frequently, by the officers of the detachment and the non-commissioned officers of the watch. [*Idem.*

Q. When the whole of *the convicts are on deck*, what precaution is to be taken?

A. The detachment is to be on the poop and ready to act. [*Idem.*

(7.) *Suppression of Riots.*

Q. In case of any *sudden riot or disturbance*, are the military justified in proceeding at once, on their own responsibility, to repress the same?

A. In cases of great and sudden emergency, the military, as well as all other individuals, may act in suppressing a breach of the peace by an assembled multitude, without the presence of a peace-officer of any description; but it is by all means advisable to procure a justice of the peace to attend, and for the military to act under his immediate orders, when such attendance and the sanction of such orders can be obtained. [Q. Reg., *Suppression of Riots.*

Q. When troops are employed in aid of the civil power, what is it the duty of the officer in command, in conjunction with the magistrate, *to explain to the people* opposed to them?

A. That in the event of the troops being ordered to fire, their fire will be effective. [Idem.

Q. When troops are called out in aid of the civil power, to whom should the officer commanding them *report in writing* the progress and completion of the service on which they are employed?

A. To the military secretary, and to the officer commanding the station from which they have been detached. [Idem.

Q. What *description of requisition* is required to justify an officer in going out with troops in aid of the civil power?

A. A requisition from a magistrate in writing. [Idem.

Q. On receipt of a requisition from a magistrate in writing, where should the officer move to, and what military precautions must he take?

A. He should move to the place to which he is directed by the magistrate. He must take care that the troops march in regular military order, with the usual precautions, and that they are not scattered, detached, or posted in a situation in which they may not be able to act in their own defence. [Idem.

Q. Who is *to accompany the troops* on all occasions when they act in aid of the civil power?

A. The magistrate, and the officer is to remain near him. [Idem.

Q. By whom are all words of command to the troops to be given?

A. By the officer commanding them. [Idem.

Q. May troops acting in aid of the civil power *fire without command* from their officer if required to do so by a magistrate?

A. No. [Idem.

Q. What is necessary to justify an officer commanding troops in aid of the civil power in giving the word to fire?

A. He must be distinctly required to do so by the magistrate.

[*Q. Reg., Suppression of Riots.*]

Q. How are all detachments acting in aid of the civil power to be told of?

A. If under twenty files, in four sections; if more than twenty files, in more sections than four.

[*Idem.*]

Q. Is it the duty of the magistrate or the duty of the officer to judge as to the *extent of the line of fire* required?

A. It is the duty of the officer, and he must exercise a humane discretion in deciding.

[*Idem.*]

Q. What instructions are sanctioned for the guidance of an officer acting in aid of the civil power, should it become necessary to order the troops to fire?

A. Should the officer be of opinion that a slight effort would be sufficient, he is to give the command to one or two specified files to fire. If a greater effort should be required, he is to give the command to one section to fire, the fire of the other sections being kept in reserve, the fire being given by the regular command of the commanding officer. Firing should be performed with coolness and steadiness, and in such a manner as to be at once easily discontinued when there is no longer occasion for it.

[*Idem.*]

Q. If there be more officers than one with a detachment, and it should be necessary that more sections than one should fire at the same time, what must the commanding officer clearly indicate to the troops?

A. The officer who is to order any number of sections to fire.

[*Idem.*]

Q. When troops aiding the civil power have been ordered to fire, should they continue firing until ordered by the magistrate to cease?

A. No; the firing is to cease the instant it is no longer necessary, whether the magistrate may order the cessation or not.

[*Idem.*]

Q. What are the regulations as to firing upon persons separated from the crowd, and firing over the heads of a crowd engaged in an illegal pursuit?

A. Both are forbidden.

[*Idem.*]

Q. When a magistrate has given the officer in command of troops aiding the civil power an order to fire, is it necessary that the former should continue to ride with or accompany the military?

A. No; the authority of the magistrate is then in abeyance, and the responsibility rests with the officer.

[*Idem.*]

(8.) *General Duties and Precautions during Service in the Field.*

Q. When an officer is employed on any duty or service, what

points should he attend to in order that he may *control his men* and keep them well in hand?

A. He must maintain strict discipline, and keep the men as much as possible under his own eye, insisting on their remaining steadily in the ranks under all circumstances. No straggling or plundering must on any account be permitted. [*

Q. What rules should be attended to by the officer in command of a detachment on service with reference to the care of *spare ammunition* and the issue of the same?

A. It should at all times be placed in charge of a trustworthy non-commissioned officer and a sufficient escort, and be kept well closed up in rear of the detachment. When passing through streets or villages, and in crossing over water, great care must be taken. When the detachment is under fire, it is desirable that the spare ammunition should be as little exposed as is consistent with its being retained always at hand. Convenient opportunities should be taken to fill up the men's pouches, which should always be kept as full as circumstances permit. [*

Q. Whose duty is it to see that no unnecessary expenditure of the ammunition of the men takes place on service?

A. It is a most important part of the duty of all officers and non-commissioned officers to check useless firing, and restrain the men from wasting their ammunition. [*

Q. What rules should be attended to by the officer in command of a detachment on service with reference to the care of *spirits* and the issue of the same?

A. The rum or other spirit supplied for the use of a detachment should be kept at all times under the charge of a trustworthy non-commissioned officer and a sufficient escort. It should always be issued to the men in presence of an officer. [*

Q. What precautions should all officers on service take to prevent intemperance among their men?

A. They must use all vigilance to prevent the men under their command breaking into stores of wine, or liquor of any kind; and, by constant watchful supervision, guard against any possibility of excess. [*

(9.) *Movements of Detached Parties on Service.*

Q. What *conditions* are of most moment in the march of a detached party on service, in order to secure the object of the movement?

A. Secrecy, a correct estimate of the time required to perform the march, due rapidity of movement, strict discipline, and regularity of arrangement. [*

Q. Before a march is undertaken by a detached party on service, what information should the officer commanding endeavour to obtain?

A. The explanations from superior authority necessary to facilitate the accomplishment of the immediate object in view (with the ulterior object he must not expect to be made acquainted); instructions for guidance under probable contingencies; information of a local nature as to the country, branch roads, and natural obstacles on the line of route; such information as may be necessary as to the position and dispositions of other detached parties, and of the enemy. [*]

Q. When it is necessary on service to detach from a small body of troops several parties for the purpose of *crowning heights, occupying detached positions, &c., &c.*, what general consideration should control the commanding officer in regulating the strength of these parties?

A. That no larger number of men should be detached than is absolutely required for the attainment of the object in view and consistent with the efficiency of the main body. [*]

Q. In passing through a *wood* on a march, what precautions should be adopted?

A. Before entering the wood it should be carefully reconnoitred, to ascertain whether it is in possession of the enemy. Whilst moving through it, the greatest vigilance must be exercised to guard against surprise. [*]

Q. Before a detached party marching on service enters a *village* or *defile*, what precautions must the officer commanding observe?

A. In both cases he must feel his way carefully with his advanced guard and detached parties, to ascertain whether the enemy is in possession, as his after dispositions will, of course, depend upon whether the passage is clear or requires to be forced. [*]

Q. When troops on their march have to *cross a river*, and boats are not easily procurable, at what depth of water may a ford be considered practicable for infantry?

A. At three feet depth a ford is perfectly practicable. In cases of necessity a ford may be made use of with care when the depth is four feet. [Troubridge's *Lallemand*.]

Q. At what points are practicable fords over rivers most likely to be found?

A. Where the breadth of the river is greatest. [*Idem*.]

Q. When troops on their march ford a river, what should be most carefully attended to?

A. The preservation in good order of the arms and ammunition. [*]

Q. When troops cross a river by means of boats, what points should be attended to?

A. The men should be required to preserve silence and good order, remaining perfectly steady under all circumstances. The number of men embarked at a time should be so regulated as to leave sufficient space for the persons who are to manage the boat? [*

Q. When troops cross a river by means of boats, should the men be permitted to fire during the passage?

A. Not unless it is absolutely necessary. [*Troubridge's Lallemand.*

Q. When troops cross a river, either by means of boats or fords, what points should always, when practicable, be selected for the operation?

A. The re-entering sinuosities should be selected, as the opportunity is thereby afforded of supporting the disembarkation by a strong fire from points on the opposite bank. [*

Q. When an officer on service marches in command of a detached party, what description of *information* should he try by all means in his power to acquire?

A. Information regarding the population, resources, and general military features of the country, and of the dispositions and strength of the enemy. [*

Q. When a detached party on service halts after a march, how should the ground for the *encampment* or *bivouac* be selected?

A. That position should be selected which possesses in the greatest degree the advantage of being easily defended by the number of men available, facilities for retiring from it in good order, proximity to the line of route and communication, and a plentiful supply of good water. [*

Q. When a detached party, however small, encamps or bivouacs on service, what precautions should invariably be adopted to guard against surprise?

A. Piquets, and an inlying piquet, proportioned to the strength of the party, must be told off and judiciously posted. The precaution of frequent patrolling should on no account be neglected. [*

(10.) *Route Marching.*

Q. Can any specific rule be laid down as to the *formation* in which troops should march?

A. No; it must ever be determined by circumstances and the nature of the country. [*F. Ex., Pt. VII., S. 3.*

Q. When the head of a *column* changes its *direction*, is it necessary that the rear companies, subdivisions, or sections should receive the word of command to wheel in the new direction?

A. No; they should follow every turn which the head may make. [F. Ez., Pt. VII., S. 3.]

Q. To *which side of a road* should troops on the march always keep?

A. To the side next the reverse flank, in order that the pivots may be kept clear. [Idem.]

Q. In route marching, where should the *baggage* be placed?

A. In the rear. [Idem.]

Q. Where should the *company officers* be placed when on the line of march?

A. Constantly in their places, except when marching at ease. [Idem.]

Q. Where should the captains or officers commanding companies be placed when marching at ease, and by whom should the companies be led?

A. In rear of their companies, a subaltern officer or sergeant moving up to lead. [Idem.]

Q. What rules are laid down as to the *marching and behaviour of the men* in a column of route?

A. They must be perfectly silent, dress, and keep the step as if moving on parade, until the command is given to march at ease. [Idem.]

Q. What word must precede all commands addressed to men marching at ease?

A. "ATTENTION." [Idem.]

Q. When men marching at ease are called to attention, how should they carry their rifles?

A. If armed with the long rifle, they should slope; if with the short rifle, trail arms. [Idem.]

Q. Should the words, "ATTENTION," and "MARCH AT — EASE," coming from the commanding officer, be repeated by the captains?

A. They should, unless they are given as a command to the whole body. [Idem.]

Q. What rules are laid down as to the marching of the men when marching at ease?

A. Ranks may be opened and files loosened; but each rank, section, or company must be kept perfectly distinct, and every man must remain in his place. [Idem.]

Q. How should any notice be passed from one part of a column to another?

A. The word must be passed by the officer or officers and sergeants only. [Idem.]

Q. When, on the *bugles sounding the halt*, the head of each battalion halts and stands fast, although not closed up to the preceding one, how should the following companies form?

A. They must close up to half or quarter distance, unless the column is entering an alignment, or making any other movement preparatory to a formation to a flank. [F. Ex, Pt. VII., S. 3.]

Q. When at the end of a march it happens that a line is to be taken up by a successive formation, should each company, as soon as it is halted, slope arms, or order and stand at ease by command of its officer?

A. Each may be ordered to slope arms, but the companies are not to order or stand at ease until directed to do so by the commanding officer. [Idem.]

Q. May a battalion, company, or section *defile* or *diminish its front*, so as to avoid a bad spot on the road?

A. Not unless the preceding battalion or company has done so.

[Idem.]
Q. How should all defiling on the line of march be executed?

A. With order and precision, by the proper words of command, preceded by the word "ATTENTION." [Idem.]

Q. When a battalion or company comes to a defile, stream, or bad place in the road, where it might be more convenient for the men to defile individually, what is the duty of the officers?

A. To be on the alert to prevent the men from doing so. [Idem.]

Q. What will generally be found to be the best method of avoiding loss of distance in crossing a stream, ditch, bank, or other obstacle?

A. To increase the front, not only by causing the files of each section to open out, but even by forming subdivisions or companies.

[Idem.]
Q. When a bad place is to be passed, how should the captains of companies act?

A. They should go to the head of their companies to see that any orders which may have been given are obeyed with steadiness and regularity. They should remain at the spot till the whole of their companies have passed, and then resume their stations in their rear, and give the words, "*March at — ease.*" [Idem.]

Q. What are the orders as to allowing men to quit the ranks on the line of march?

A. No man is to remain behind or quit the ranks for any purpose without permission of the captain. Officers are never to give permission to any man to quit the ranks except on account of illness, or for some absolutely necessary purpose. When water is required the column will be halted. [Idem.]

Q. When men are permitted to fall out on the march for any temporary purpose, what are they to do with their packs and arms?

A. To leave them to be carried by the section to which they belong until they return. [Idem.]

Q. What are the orders as to the preservation of the proper *cadence and length of step* on the march?

A. All hurry and stepping out are to be prevented. The men are never to increase the pace without word of command.

[*F. Ex., Pt. VII., S. 3.*]

Q. When the proper *distances of companies* or sections cannot be preserved without an alteration in the step, how must it in all cases be effected?

A. By making the head of the column or company step short, instead of allowing the others to step out. Companies must invariably be kept intact, and the leading company of the battalion will, when necessary, step short until the last company has closed up, although an interval may thereby be occasioned between it and the preceding battalion.

[*Idem.*]

Q. When the head of a company, suppose No. 4, cannot keep up without overstepping, how should the officer commanding it act?

A. He should call out, "No. 4 cannot keep up," which will be repeated by the section leaders in front until it reaches the commanding officer. If no answer is returned, No. 4 will continue at the regular step.

[*Idem.*]

Q. When companies in passing frequent obstacles are to move on without waiting for the companies in rear, what must the captain of each ascertain before marching on?

A. That the rear of his company has passed the obstacle, and closed up.

[*Idem.*]

(11.) *Street Fighting.*

Q. State how *street firing advancing* is performed by a column at open, half, or quarter distance, formed in a narrow place where deployment is impracticable?

A. Three companies will be ordered to advance from the column, having sufficient room between them and the remainder for a gun or body of cavalry to form. The second and third companies will close on the first. When required to fire, on the words, "THIRD COMPANY, FIRE A VOLLEY, FIRST AND SECOND KNEELING, AT — YARDS—READY," the two front companies will kneel down, and the third will fire over their heads. The second will then receive the words, "AT — YARDS—READY," on which it will spring up and deliver its fire on the word, "PRESENT." Lastly, the front company will fire kneeling, each company loading as soon as it has fired. The leading company may then be ordered to rise and charge, or the cavalry and guns may be employed.

[*F. Ex., Pt. III., S. 9.*]

Q. When the street firing of infantry is ordered to cease, and it is desired that the *cavalry or guns in their rear should act*, in what

manner is way to be made for them by the three companies which have been firing?

A. The first and second companies may be ordered to open out to half distance from the rear, and all three then be wheeled back by subdivisions to each side of the street. [*F. Ex., Pt. III., S. 9.*]

Q. What method may be adopted of keeping down the fire of the enemy from windows?

A. By extending men under such cover as may be available.

[*Idem.*]

Q. Describe how *street firing retiring* is performed.

A. The leading company will give its fire, face outwards by subdivisions, file to the rear, re-form company, load, and remain halted until its front is again clear, or the whole column is put in motion. The moment the front of the second company is clear it will fire, face outwards, and file to the rear; and so on by companies in succession.

[*Idem.*]

Q. In entering towns or villages occupied by the enemy, what is the first thing to be done on gaining a footing in the place?

A. To clear the houses on both flanks.

[*Idem.*]

Q. What precautions should all columns take in proceeding through streets of a town or village occupied by an enemy?

A. The houses on either hand must be occupied; the troops employed for that purpose breaking through partition walls, or pushing on from house to house, so as to accompany the march of the main body, and protect its flanks.

[*Idem.*]

Q. In the attack of towns or villages after an entry has been effected, and in all street fighting, what course of action is most likely to ensure success?

A. To push on as rapidly as is consistent with the safety of flanks and communications, driving the enemy from house to house, and turning his positions, without giving him time to rally.

[*]

Q. When the attack of a town is followed by a protracted resistance in the streets, and it becomes necessary to occupy posts by detachments, what points should the commander of each particularly attend to?

A. To confine his men strictly within the post; to strengthen the post by all means in his power; to protect the safety of his front, and prevent the enemy stealing unperceived round his flanks; and to preserve his communications.

[*]

(12.) *Application of the Modes of Firing on Service.*

Q. What considerations must determine the application of the different modes of firing on service?

A. The nature of the ground, the description of the enemy's troops, and of the arms with which they are equipped.

[*P. Ex., Pt. III., S. 9.*

Q. Under what circumstances may *volley firing* occasionally be applied with good results by troops in line or during formations?

A. When at short distances, when the men happen to be all loaded, or when it is necessary at once to check the advance of the enemy. [*Idem.*

Q. When may *volley firing* be used with great effect and with perfect safety by the kneeling ranks of squares?

A. When cavalry fail in their charge and are forced to retire, or when they break and pass by the sides of the square. [*Idem.*

Q. What is the principal disadvantage under general circumstances of *volley firing*?

A. That unless great caution is exercised it may be the means of wasting ammunition in large quantities to no purpose. [*Idem.*

Q. What is the usual, and for general purposes the most effective, mode of firing on service?

A. *File firing.*

[*Idem.*

Q. When small bodies fire by files, what point requires careful attention?

A. To prevent the men from firing away their first round too quickly, and thus leaving a large portion of the number unloaded, and defenceless. [*Idem.*

Q. What is the advantage of firing with the *front rank kneeling*?

A. That it enables the rear rank to fire with greater effect.

[*Idem.*

Q. When may firing with *both ranks kneeling* be usefully applied on service?

A. When partial cover can be afforded to the men by that means. [*Idem.*

Q. By what description of firing should all movements be covered?

A. By the independent *firing of skirmishers.*

[*Idem.*

Q. In formations of line, when should the firing commence?

A. After formation, as soon as the front is clear of the skirmishers. Companies forming in succession may be made to fire as soon as formed. [*Idem.*

Q. In *firing by companies*, when should each company receive the words, "*At — yards—ready!*"

A. When the company which has fired before it comes to the loading position. [*Idem.*

Q. When firing by companies from centre to flanks, in what order should the firing be executed?

A. The right centre company will commence, then the left centre company, then the company on the right of the right centre company, and so on alternately to the flanks.

[*F. Ex., Pt. III., S. 9.*]

(13.) *Miscellaneous Duties in the Field.*

Q. When a detached party is thrown across a river for the purpose of *covering the formation of a bridge* (or passage of a river), what is the first duty of the officer commanding it?

A. To drive the enemy from the points nearest the proposed bridge-head, and occupy them as far as the strength of his party will permit, in the manner best calculated to cover the operation in his rear. [*]

Q. When an officer is required to *occupy a position* which is naturally but little susceptible of defence, to the attainment of what two objects should his first efforts be directed?

A. First, to the strengthening of the position by every available artificial means; and second, to the disposition of the troops in the manner which appears most likely to remedy the inherent defects of the ground, by preventing the enemy from taking advantage of them. [*]

Q. When an *attack by a detachment on a particular point* has failed, should the detachment fall back on its supports?

A. It should not surrender more of the ground that has been gained than is absolutely necessary, unless recalled by superior authority, but rather take cover by occupying houses or cover as near the enemy as possible, keeping up a close fire on him until the arrival of support enables it to resume the attack. [*]

Q. When a detachment is told off for the purpose of *covering the assault* of a work, what arrangements should be made by the officer in command?

A. The party should be extended under the best available cover within easy rifle range of the work, and directed to keep up a careful, well-sustained fire, so as to prevent the enemy from appearing on the parapet to annoy the storming party in its advance. The fire must be suspended in time as the storming party mounts the ladders or breaches. [*]

Q. When a detachment is employed during siege operations in *guarding trenches*, what points should the officer in command carefully attend to?

A. He should prevent all unnecessary and indiscriminate general firing. If within range of the enemy's works, the best shots should be selected to fire through sand-bag loopholes on the top of the parapet, each man being instructed to fire only when a probable

chance of success occurs. The remainder of the guard should remain under cover, so disposed as to be ready at a moment's notice to receive and repel any attack or attempt to demolish the works. [*

Q. May the men of a trench guard be employed in any work on the requisition of the engineer department ?

A. Not without reference to the field officer commanding in the trenches. [*

Q. When an *armed covering party* protects a working party during a siege, where is the former generally placed, and what dispositions are made ?

A. The covering party is generally placed in front, with detached piquets and a chain of sentries prepared to repel any attempt on the part of the enemy to interrupt the work. [*

Q. Should the piquets and advanced sentries of a party covering siege works be permitted to fire ?

A. Not except for the purpose of repelling a sortie, the object being rather to avoid observation than to invite attack. [*

Q. When troops are stationed *under fire as a support* either to a battery or to another body of troops, but are not themselves actively engaged, what precautions should be taken to guard against unnecessary casualties ?

A. The men should be required to lie down, under cover if possible. If supporting a battery (or guns in action), care should be taken to avoid massing the troops in a position exposed to the fire directed against the battery. [*

Q. When, during an engagement, a body of troops is required to move, or take up a position in advance of guns in action, what should be avoided ?

A. Moving in such a direction as would make it necessary that the guns should cease firing. [*

SECTION VII.*

FIELD FORTIFICATION AND RECONNOISSANCE.

FIELD FORTIFICATION.

(1.) *General Description, Technical Terms.*

Q. What is meant by *field fortification*?

A. The art of constructing military works to aid the operations, offensive and defensive, of troops in the field.

Q. Explain the meaning of a *front of fortification*.

A. The works erected on any one side of the polygon which is supposed to enclose the place to be defended.

Q. Explain the meaning of the terms *outline or tracing, relief, and command*.

A. The horizontal lines which describe the figure of a work, and the manner in which it is laid out, are called the outline or tracing. By relief is meant the height of a work above the bottom of the ditch in front of it; and by command, the height of a work above the plane of site, or the advantage in height which one work or part of a work possesses over another.

Q. What term is used in fortification to denote the general level of the ground on which works are constructed?

A. *The plane of site.*

Q. Describe what is meant by the term *plane of defilade or defilement*.

A. It is the plane which is supposed to pass through the summit or crest of a work parallel to the plane of site.

Q. What particulars of information are furnished by a *plan*?

A. The tracing, area, and distribution of the works as seen from above.

Q. Explain what is meant by the *elevation, section, profile, and ground plan* of a work.

A. The elevation shows the projection of the surface of a work on a vertical plane. A section is the cut made by a plane passing through a work in any direction; if the cut be vertical, and at right angles to the face of the work, it is called a profile; if horizontal, at the base of the work, it is a ground plan.

* Corresponding with Paragraph 15 of *Horse Guards Examination Order*.

Q. What is meant by the terms *salient* and *re-entering angles*?

A. A salient angle is one which points outwards; a re-entering angle points inwards.

Q. What is a *capital*?

A. It is the imaginary line which bisects an angular work.

(2.) *Parapet, Ditch, Deblai, Remblai.*

Q. What is a *parapet*?

A. It is a shot-proof shelter thrown up for protection.

Q. Name the parts of a parapet.

A. 1. Slope of the banquette; 2. Banquette; 3. Interior slope of parapet; 4. Superior slope of parapet; 5. Exterior slope of parapet; 6. Berm.

Q. What is the object of the *banquette*?

A. To afford standing room at a convenient height for men firing over the parapet.

Q. What is a *berm*, and what is its use?

A. It is a flat space or step a few feet in width between the foot of the exterior slope of the parapet and the slope of the ditch. It is of use in the construction of the work, as it affords footing for the workmen; and should the soil be loose, it gives greater stability to the parapet.

Q. What disadvantage is there in constructing a parapet with a berm?

A. A parapet with a berm is more easily overcome by an enemy than one without it.

Q. What are the objects of the *ditch* of a field-work?

A. To create an obstacle to the enemy's approach, and to obtain earth for the construction of the parapet.

Q. Name the parts of a ditch.

A. 1. Escarp; 2. Bottom of ditch; 3. Counterscarp; 4. Glacis.

Q. Explain the meaning of the terms *deblai* and *remblai*.

A. The *deblai* is the earth excavated from the ditch; the *remblai* is the amount required for the construction of the work.

Q. What are the usual *dimensions of the parapets* of field-works?

A. They vary from 6 to 12 feet in height, and 9 to 18 feet in thickness.

(3.) *Flanking Defence, Bastion Tracing, Enfilading, Defilading.*

Q. What is meant by a *flanking* work?

A. A work which defends another by its fire.

Q. When is a work said to be *flanked*?

A. When it is defended by the fire of another.

Q. Is a good flanking defence essential to the strength of a work?

A. It is; assailants should be exposed to fire during every step of their advance.

Q. As a soldier standing on the banquette of a parapet cannot see into the ditch immediately below him, what arrangement should be made in tracing a work to remedy this defect?

A. The work should if possible be planned so that every part of the ditch is flanked by the fire from the parapet of some other part of it.

Q. What description of tracing gives the best distribution of fire from the different parapets, and most effectually commands the approaches and ditches of a work?

A. The bastion tracing.

Q. Describe a regular *bastion tracing* in general terms.

A. It is a number of bastions connected with each other by a line of parapet called the *curtain*, and so arranged as to afford a mutual flanking defence.

Q. What is a *bastion*?

A. It is a work composed of two faces forming a salient angle and two flanks.

Q. What is meant by the *gorge* of a bastion?

A. The space between the extremities of its flanks.

Q. Name the *angles* of a bastion, and describe them.

A. The flanked angle is where the faces meet, the shoulder angles are where the faces and flanks meet, the curtain angles are where the flanks and curtains meet, and the angles of defence are those formed by the flanks and imaginary lines in prolongation of the faces of the adjoining bastions.

Q. In a regular bastion tracing, what parts of each bastion flank the ditches before the faces of the adjoining bastions?

A. The flanks.

Q. Describe what is meant by the terms *enfilade* and *defilade*.

A. A work is said to be enfiladed when its sides or faces are exposed to a raking fire; defilading is the proper arrangement of works so as to parry the effects of commanding ground.

Q. What are *traverses*?

A. They are masses of earth erected in the form of a parapet to protect the face of a work from the effects of enfilade fire, or to cover an opening in a work.

(4.) *Tracing of Field-Works.*

Q. On what general considerations must the selection of tracing for field-works depend?

A. On the means available for construction, the importance of the object to be gained, the strength and armament of the troops to occupy them, and the description of force by which they are likely to be assailed.

Q. Into how many classes may the tracing proper for field-works be divided, and what are they?

A. Into three classes,—1st. Works open at the gorge; 2d. Works enclosed all round; and, 3d. Lines.

(5.) *Field-Works Open at the Gorge.*

Q. What is a *redan*?

A. It is the simplest kind of field-work, being composed of two faces forming a salient angle, and open at the gorge.

Q. For what purposes is the redan applicable?

A. To cover bridge-heads, roads, or approaches, and to afford protection for an advanced post in front of other works.

Q. Under what conditions only is it expedient to adopt the redan tracing for a field-work?

A. When the extremities can be made to rest on obstacles which prevent their being turned, or when the fire of other works affords a good flanking defence.

Q. What method is there of tracing redans so as to obtain a flanking defence for the salient angle?

A. By breaking the outline of their faces at fifty or sixty yards from the salient angle, and adding short perpendicular flanks.

Q. What is a *lunette*?

A. It is a work open at the gorge, having two faces forming a salient angle, and two flanks parallel to its capital.

Q. What is a *double redan*?

A. It is composed of two redans connected together.

Q. Describe the tracing of *teneville heads*, and the purpose to which it is applicable.

A. It consists of alternate salient and re-entering angles so arranged that the faces of the work flank one another. It is applicable only to such ground as does not admit of or require the construction of a work with fronts exceeding eighty or ninety yards.

Q. Describe the *bastion head* tracing, and state the extent of front to which it is applicable.

A. It consists of two bastions connected by a curtain, the extremities of the outer faces of each being directed on the faces of other works, so as to receive a flanking defence. This tracing is applicable to a front varying from 100 to 220 yards.

(6.) *Field-Works Closed at the Gorge—Defence of Unflanked Ditches.*

Q. What is a *redoubt*?

A. It is a work without flanks, enclosed on all sides, and of any figure.

Q. What is the usual tracing of a redoubt?

A. It is generally square or pentagonal.

Q. What are the principal inherent defects of a redoubt of a square or pentagonal outline?

A. The liability of the faces to be enfiladed by the enemy's fire, the unflanked ditches, and want of fire upon the spaces before the salient angles.

Q. In tracing a square or pentagonal redoubt, what plan should be adopted to remedy the risk of enfilade fire, and to make up for the want of fire upon the spaces before the salient angles?

A. The lines of the faces should, when possible, be directed on ground which the enemy cannot occupy, and the work should be so traced as to afford a strong perpendicular fire from the faces, upon the ground which is most accessible for his advance. The vertex of the salient angles may be cut off by a straight line of parapet, from which a fire parallel to the capital may be obtained.

Q. Name some of the methods which may be adopted to remedy the defect of unflanked ditches in redoubts.

A. The ditch may be excavated so that its sides meet at an angle at the bottom, thereby affording no space for the formation of an enemy's troops; palisades and other obstacles may be planted in the ditch, the ground beneath them being mined; galleries having loopholes looking into the ditch, and covered caponnières, may be constructed, and the defenders should be well supplied with hand grenades and combustibles to shower over the parapet.

Q. What is meant by a *caponnière*?

A. It is a passage across a ditch, covered on each side by a parapet.

Q. What is a *star-fort*?

A. A work with six salient angles, constructed on a triangle, or with four salient angles constructed on a square.

Q. Name some of the defects of star-forts.

A. They are without flanks, their capacity is small, and they present numerous faces to the enfilade fire of an assailant.

Q. What description of tracing affords the most perfect defence for an enclosed field-work?

A. That of the *bastioned fort*.

Q. How is the bastioned fort generally constructed, and of what dimensions?

4. It is generally constructed on a square, with bastioned fronts of 150 yards. The construction and dimensions, however, must be varied in every case to meet the requirements of the ground.

(7) *Lines.*

Q. How many descriptions of lines are there?

A. Two,—connected or continued lines, and lines with intervals.

Q. For what purposes are *continued lines* constructed in defensive operations?

A. To cover the front of a position, or to connect other works together.

Q. What are the principal objections to the application of an extensive system of continued lines in defensive operations?

A. The large number of men required to guard them, and the risk that the weakness of a part might compromise the safety of the whole.

Q. Name some of the different descriptions of tracing adopted in the construction of continued lines.

A. Redans connected by curtains, lines of tenailles, indented lines, and bastioned lines.

Q. Describe the tracing of indented lines.

A. It consists of long faces, which should be directed, when practicable, on ground inaccessible to the enemy, with short flanks thrown back at right angles to them, to defend the ditches.

Q. Is the regular tracing of bastioned lines suitable for every description of ground?

A. No; it is applicable only to level ground.

Q. For what purpose are *lines with intervals* made use of in defensive operations?

A. To strengthen an important position, or to hold an enemy in check.

Q. Should lines with intervals consist of open or closed works?

A. Both may be used with advantage, according to the nature of the ground.

Q. When a line of open works is placed with intervals to defend the approaches to a position, how may the interiors and ditches of such works be most effectually protected?

A. When practicable, they should be so disposed as to afford each other a flanking defence; besides which, if the position be an important one, a second line, consisting principally of closed works, may be placed on its strong points, so traced as to command the interiors and ditches of the advanced works. In some cases it may be expedient to close the gorges of the advanced works, to prevent their being carried from the rear.

(8.) *Bridges and Bridge-Heads.*

Q. At what point may the best *situation for the construction of a bridge over a river* be found?

A. At one of the re-entering bends of the river.

Q. Why is a re-entering bend of a river the most favourable point for the construction of a bridge?

A. Because the bridge is in such a case less likely to be commanded by ground in the enemy's possession, and the supporting batteries can be advanced on its flanks, so as to sweep the approaches, and keep the enemy at a distance.

Q. When a river possesses no re-entering bends within reach, what point should be selected for the construction of a bridge?

A. That point where the best command over the opposite bank can be obtained.

Q. What kind of works are generally employed for the purpose of *covering bridges*, and how are they placed?

A. Works open at the gorge, placed with their flanks resting on the banks of the river.

Q. What is the most effectual method of supplying a good flank-*ing defence for the faces and front of an important bridge-head?*

A. By constructing redoubts or other works on the opposite bank, so traced as to flank and command the bridge-head without being enfiladed by the enemy.

(9.) *Capacity and Construction of Defensive Works.*

Q. What is the usual proportion of *men required* for the effective defence of a field-work?

A. As a general rule, the number required should be calculated at the rate of two men to every lineal yard of parapet, with a reserve equal to about a fourth of the whole. When a work is supported by troops or other works the number may be somewhat reduced.

Q. What is the first step to be taken in the *construction of a field-work?*

A. The work should be traced on the ground, pickets being driven in at the angles, and the lines joining them scored with a pickaxe.

Q. The lines joining the angles having been marked on the ground, what step should be taken next in the tracing of a field-work?

A. Profiles made of strips of wood should be set up on every line, showing the exact shape of the parapet, to guide the working party in its construction. The escarp and counterscarp should then

be traced, and the drainage of the work having been provided for, the excavation of the ditch may be proceeded with.

Q. What must be the guide in deciding on the depth and width of the ditch of a field-work?

A. The amount of excavation necessary to give the earth required for the construction of the parapet.

Q. In the construction of a parapet, what precaution should be adopted, when time permits, to guard against subsequent reduction of bulk by the natural settling down of the earth?

A. The earth should be well rammed down into a compact state as it is thrown up.

Q. What are *fascines*?

A. They are bundles of brushwood tightly bound together, varying in dimensions from three to eighteen feet in length and six to eighteen inches in diameter, according to the purpose for which they are intended.

Q. For what purpose are fascines employed in the construction of field-works?

A. To sustain slopes of earth.

Q. How are fascines fixed in their places in the construction of parapets and other works?

A. Strong pickets of wood are driven through them into the earth.

Q. What are *gabions*?

A. They are cylindrical baskets open at both ends, and are of various dimensions according to their intended use.

Q. For what purpose are gabions used in the construction of field-works?

A. To revet the interior slopes of parapets and batteries.

Q. What are *sand-bags*?

A. They are bags of coarse canvas, 2 feet 8 inches by 1 foot 2 inches, to contain sand or earth.

Q. What are the uses of sand-bags?

A. To revet interior slopes, and to afford hasty cover. They are also useful in forming loopholes for musketry on the crest of a parapet or other exposed situation.

Q. Describe how sand-bags are placed in a revetment.

A. They are placed in single rows one above the other until the required elevation is gained. In the first or lower row the bags are laid perpendicular to the face of the work; in the second, parallel to it, and so on alternately.

Q. Describe the method of reveting the interior slope of a parapet with *sods of turf*.

A. The sods are cut 18 inches long, 12 inches wide, and 4 or 5 inches thick; sometimes they are cut of unequal sizes. They are

then laid, with the grass downwards, in layers alternately, and should be arranged so that the joints do not lie immediately over each other. Each sod should be secured by driving two or three pegs of wood through it.

Q. When the earth of the escarp of a field-work which is not reveted will not stand at such a slope as to render escalade difficult, what methods may be adopted to remedy the defect?

A. When the ditch is not liable to be taken in flank, a loopholed stockade may be placed in it, parallel to and at four feet from the bottom of the escarp, or a line of felled timber may be placed vertically at the bottom of the slope, and securely planted in the ground, the trunks being bound together. Should neither of these plans answer the purpose, the escarp must be reveted.

Q. What descriptions of revetment are applicable to the slope of an escarp?

A. Revetment of timber or masonry.

Q. Describe the simplest method of forming a *bridge* for the ditch of a field-work.

A. Strong beams 6 to 8 inches square, according to the width of the ditch, should be laid across first; when planks can be obtained for the floor, they should then be laid transversely over the beams, and be secured by lashings of stout rope at the ends. When planks cannot be obtained, the beams must be more numerous and laid closer together, and hurdles, with sods of turf and gravel, may be made use of for the floor. When the width of the ditch exceeds 12 feet the bridge should be supported by a trestle in the middle.

Q. Should the whole of the bridge across the ditch of a field-work be permanently fastened?

A. No; part of it should, when practicable, be made moveable.

(10.) *Obstacles.*

Q. Name some of the *obstacles* which may be made use of to render difficult the approaches to a field-work.

A. Palisades, stockades, barriers, abattis, trous de loup, chevaux de frise, harrows, and crows' feet.

Q. What is a *palisade*?

A. It is a row of stout stakes, each 10 feet in length, placed about 4 inches apart. One end of each is pointed, and the other is fixed to a heavy beam sunk about 3 feet under ground.

Q. In what positions may palisades be made use of with advantage?

A. In ditches and confined situations, where they are not exposed to the fire of artillery.

Q. Describe a *stockade*.

A. It is a timber wall, formed of strong palisades, planted closely and securely in the ground. It is loopholed for musketry.

Q. To what purposes are stockades applicable?

A. To close the gorges of field-works, and to barricade streets, passages, &c.

Q. Describe how stockades may be protected from artillery fire.

A. By excavating a ditch in front, the earth being thrown up against the stockade, so as to conceal the lower part of the wood work.

Q. What are *barriers*?

A. Strong gates used in the entrances to field-works.

Q. What are *abattis*?

A. They are lines of felled trees with the branches pointed and laid towards the enemy. The stems are bound together, and the whole are securely picketed to the ground.

Q. In what positions may *abattis* be placed with advantage to defend the approaches of a field-work?

A. In such as are commanded by the fire of the work, and protected from that of the enemy's artillery.

Q. What are *trous de loup*, *chevaux de frise*, and *crows' feet*?

A. *Trous de loup* are shallow conical holes, with a pointed stake in the centre of each, its point being level with the ground; *chevaux de frise* are composed of staves shod with iron, and inserted crossways in a strong bar of timber; *crows' feet* are pieces of iron with three or four sharp points.

Q. How may farmers' *harrows* be made use of as an obstruction?

A. By picketing them securely in the ground.

Q. How may gunpowder be made use of in forcing open gates and destroying obstacles in field operations?

A. By placing a heavy charge against the gate or obstacle, and firing it by means of a fuze.

(11.) *Strengthening Positions.*

Q. In weighing the different methods of strengthening a position by artificial means, what important general considerations should be kept in view?

A. The works to be erected should be those best suited to the different parts of the position considered separately as well as in connection with the remainder, and they should be such as will in no way hamper the troops in offensive operations. The more the front accessible to the enemy's attack can be reduced, either by the formation of artificial obstacles or by increasing those which naturally exist, the greater will be the number of men available for employment in masses at the points most open to attack.

Q. Name some of the *artificial obstacles* which may be made use of in strengthening the front of a position.

A. Abattis, loose stone walls, breast-works.

Q. Describe some of the methods of turning to account the *natural features of ground* which may be resorted to by the defenders to strengthen the front of a position.

A. Scarping a range of heights; inundation of low ground; felling timber in a wood; digging holes or trenches in a morass; breaking down bridges; securing or destroying boats, &c.

Q. What is meant by *scarping* a range of heights?

A. Cutting or blasting its sides, so as to make them perpendicular.

Q. Describe some of the methods of causing inundations.

A. Building dikes across a stream; diverting its course; blocking up the arches of bridges, &c.

Q. When *trees are felled in a wood* for the purpose of creating an obstacle to the enemy's approach, how should they be disposed?

A. As in the case of abattis, their branches should be interlaced and secured, as far as time will permit, so as to make the approach as difficult as possible.

Q. What advantages may in some cases be gained by *digging holes or trenches in a morass* in the vicinity of a defensive post?

A. An obstacle is formed which the enemy cannot overcome without time and labour, and if the nature of the ground be such as to enable him to drain the morass by forming outlets for the water, the holes or trenches would still obstruct his progress.

Q. When excavations are made for any purpose in the vicinity of a defensive post, what should be carefully attended to?

A. The earth should be scattered equally over the surface of the ground, so that no cover may be afforded to assailants.

Q. What important consideration should be carefully weighed before deciding on the *destruction of boats or bridges*?

A. The importance of the object to be gained must be weighed against the risk of subsequent inconvenience to the troops themselves.

Q. What is the readiest method of destroying a stone bridge?

A. By simply cutting a trench across the crown of the arch, about eighteen inches deep, and placing the powder in it under a sufficient cover of planks and rubbish. Four hundred to five hundred pounds of powder will suffice to destroy an arch of 26 feet span and 4½ feet in thickness at the crown. The powder is fired by means of a powder hose or port-fire.

Q. In what manner may wooden bridges be destroyed?

A. By taking them to pieces, burning them, or blowing them up.

Q. What is the easiest method of burning a wooden bridge?

A. By covering it with tar, and surrounding it with brushwood, before setting fire to it.

Q. Describe the method of blowing up a wooden bridge.

A. Two hundred and fifty pounds of powder may be suspended in a barrel underneath, and fired by means of a port-fire.

(12.) Batteries.

Q. How many descriptions of batteries are there?

A. Four,—cavalier, elevated, sunken, and half-sunken batteries.

Q. Describe the different descriptions of batteries.

A. The *cavalier* has the platform for the guns raised above the level of the ground; the *elevated* has its platform on the level of the ground, with an ordinary ditch and parapet; the *sunken* has its platform below the level of the ground, so that its guns can sweep close to the surface, the parapet being formed of earth excavated from a trench in rear of it; the *half-sunken* has its platform slightly below the level of the ground, the parapet being formed of earth excavated from a trench in rear, and a ditch in front of it.

Q. What is an *embrasure*?

A. It is an opening cut in the parapet for a gun to fire through.

Q. Name the parts of an embrasure, and describe them.

A. The *neck* is the narrow or inward part; the *cheeks* are the sides; the *sole* is the bottom, or space between the cheeks; the *sill* is the front of the sole.

Q. With what are the cheeks of an embrasure usually reveted?

A. With gabions, raw hides being stretched across them.

Q. What method is generally adopted to afford protection to the men in a battery when exposed to heavy fire.

A. *Splinter proof traverses* are erected between the guns, formed of earth reveted with gabions or fascines, or of sand-bags.

Q. May a battery be formed altogether of sand-bags?

A. Yes; in naked rocky ground there may be no other means of construction.

Q. Of what material are the *platforms* of guns in field-works constructed?

A. Of timber.

Q. When is a gun said to be placed *en-barbette*?

A. When its platform is sufficiently elevated to enable the gun to range in any direction over the parapet.

Q. What are the drawbacks to placing guns *en-barbette*?

A. That the guns and gunners are greatly exposed to the enemy's fire.

Q. What are the best situations for the *field magazines* of batteries?

A. On the flanks, as they can there be better protected from the enemy's fire than if placed in the centre of the battery, and the men carrying the ammunition are protected by the parapet.

(13.) *Offensive Works, Sapping, Mines, &c.*

Q. What is the usual construction of *offensive works*?

A. They are formed by throwing up a parapet, the material being generally excavated from a trench in rear.

Q. When sufficient earth cannot be obtained from the trench in rear, how may the deficiency be supplied?

A. By excavating a small ditch in front.

Q. Is it necessary in offensive operations that profiles should be set up to guide the workmen in the construction of parapets?

A. When hasty cover is required, the profile may be dispensed with, but it will be convenient to indicate dimensions by means of stakes.

Q. In the construction of works, at what distance from each other should the men of the working party be placed?

A. At about 4 or 4½ feet in daylight and 6 feet in the dark.

Q. What amount of excavation should each man (although untrained) be expected to perform in an hour in easy soil?

A. One cubic yard.

Q. For how many hours at a time should a working party be employed?

A. It is customary to relieve working parties every eight hours; but it is advisable to require the execution of a fixed amount of work in all cases before the relief takes place.

Q. What is meant by the term *sapping*?

A. It is the art of approaching an enemy's work under cover artificially constructed.

Q. What technical term is used to denote the cover constructed to protect the approach on an enemy's work?

A. A trench.

Q. By whom is the work of sapping and completing a trench executed?

A. The first part is executed by sappers, who place gabions on the line indicated, filling them with earth which they excavate from a trench, 4 feet broad by 3 feet in depth, in rear. The sappers work on their knees in the trench, and are protected from the enemy's fire by the line of gabions, and by a sap-roller at the head of the trench, which they push forward by means of long forks as the work proceeds. A working party follows the sappers, and completes the trench to any dimensions that may be necessary.

Q. Describe a sap-roller.

A. It is formed of two gabions, one inside the other, the greater being 4 feet in diameter, the lesser 2 feet 8 inches. Hardwood pickets are driven between them to render them rifle proof.

Q. As troops standing in a trench, excavated to a depth of three feet, can barely see over the parapet, what method is adopted to enable them to fire over it?

A. A banquette of about 18 inches is left by the sappers between the row of gabions and the edge of the trench.

Q. For what purposes are *mines* used in offensive and defensive operations?

A. In offensive operations to destroy the enemy's works, and in defensive operations they are placed under ground which an assailant must cross, or obstacles which he must overcome in his advance, for the purpose of throwing his columns into disorder.

Q. What are *fougasses*?

A. They are small mines, the powder being placed at the bottom of shafts 9 or 12 feet deep.

Q. What are *shell fougasses*?

A. They consist of one or more shells buried in the ground so as to burst underneath, or on the surface, as may be desired.

(14.) *Defence of Villages and Houses.*

Q. Name some of the circumstances under which it may be *expedient to occupy and defend a village.*

A. When, as a position or part of a position, it affords facilities for making a better defence than could be made without it; when it is necessary to secure it from occupation by the enemy, or to protect it from his incursions; or when its occupation is required by the general operations of the army.

Q. In considering whether a village is eligible for a protracted defence, what should be taken into account?

A. That impediments in the immediate neighbourhood, which obstruct an assailant, favour the defenders; that the vicinity of rivers or streams may be turned to useful account; and that villages commanded by heights or constructed of combustible materials, such as wood or thatch, are ineligible for defence. It must be considered whether the extent of the village is in proportion to the means and time at the disposal of the defenders.

Q. What steps should be first taken when putting a village in a state of defence?

A. To clear the approaches of cover which may favour an assailant or obstruct the defence; to complete the enclosure of the place, and close all openings except such as are required by the

defenders; to throw up field-works and loophole walls, so as to take advantage of salient points and procure a flanking defence; and to create as many obstacles as possible to the enemy's advance.

Q. In *clearing the approaches* to a village, at what height from the ground should wood be cut?

A. At two feet, so as to impede the enemy's advance without masking the fire of the defenders.

Q. Should all hedges be cut and walls levelled, in the vicinity of a village, which are not necessary to the defence?

A. Only such as run parallel to the front of defence. Such as are at right angles to it, and are enfiladed on both sides by the defenders' fire, may be left standing, so as to break the attacking columns in their advance.

Q. In order to complete the defensive enclosure of a village, should a ditch be dug all round it?

A. Yes, when there is time. A ditch should in all cases be cut in front of such parts as consist of walls and enclosures.

Q. Name the different methods of *closing openings* or *avenues*.

A. By means of palisades, stockades, barricades, or ditches, strengthened by abattis.

Q. Name some of the methods of barricading a street.

A. A frame made with uprights and planks, and filled with earth or dung, may be constructed; carts, with their wheels taken off, and filled with earth or dung, may be placed one above another; or sand-bags, cotton bales, &c., may be used.

Q. In order that obstacles placed in approaches may be effectual, what arrangement should be made for their defence?

A. They should be flanked by loopholing the neighbouring houses.

Q. How should openings necessarily left in the defensive enclosure of a village for the purpose of sallies, &c., be defended?

A. By means of tambours, barriers, chevaux de frize, &c.

Q. What is meant by a *tambour*?

A. It is an external barricade to a door or opening, generally in the form of a small *flèche*, and may be a stockade or loopholed wall.

Q. When placing a village in a state of defence, what use may be made of any large building which it contains?

A. It should be converted into a *keep*.

Q. How may a *river* or *stream* in the vicinity of a village be turned to useful account by the defenders?

A. By inundating such parts of the ground as will obstruct the attack and cover the defence.

Q. When placing a village in a state of defence, what internal arrangement should be made to facilitate *communication* between different parts of the works?

A. A passage or opening all round should be made immediately in rear of the works.

Q. If there should be troops only sufficient to defend part of a village, what arrangements should be made?

A. A part only should be entrenched, the remainder being cut off by barricades and other defences.

Q. Describe how a *hedge* may be rapidly converted into serviceable cover for troops.

A. By cutting it over at about $6\frac{1}{2}$ feet from the ground, and digging a ditch in front of it, the earth being thrown up on the hedge so as to form a parapet 15 or 18 inches thick at the top, with a banquette in rear; or by digging a trench in rear, or a ditch in front and a trench in rear, the earth being thrown up, as in the first case, to form a parapet.

Q. When a wall is loopholed for defence, what precautions should be taken to prevent the enemy from closing on the loopholes, and so deriving as much benefit from them as the defenders?

A. The loopholes should be at least 8 feet from the ground on the outside, a banquette being constructed inside for the defenders; or a ditch may be dug outside, 3 or 4 feet deep, the earth being thrown up against the wall.

Q. How may a banquette be rapidly formed inside a wall?

A. By means of casks, planks, furniture, &c.

Q. How should an officer entrusted with the defence of a village *dispose his force*?

A. He should divide it into three parts; the first to occupy such parts of the works as can be assailed, the second to support and relieve the first party, and the third to act as a reserve. If there is artillery it ought to be disposed so as to fire upon the enemy in his advance, and protect the points most liable to assault.

Q. Describe the method of placing a *detached house or single building* in a state of defence.

A. Useless openings should be blocked up, and the entrances and unflanked portion of the walls covered by means of tambours and ditches, traced like redans with flanks resting on the building. Each storey of the building should be loopholed, and every effort made to procure a flanking defence. When there is a flat roof, a double row of sand-bags may be placed round it to fire over; window balconies may be turned to account by placing sand-bags round them, and loopholing their floors.

(15.) *Attack of Villages and Field-Works.*

Q. What description of *local features* are most favourable to the attack of a fortified village or field-work?

A. Undulations of ground, hollow roads, &c., which enable the assailant to approach the place under cover, and heights or elevations which give command over the defenders' works.

Q. In selecting the *point of attack* in a fortified post, by what general considerations should an officer be guided?

A. The point of attack should be that which is weakened in the greatest degree by the influence of local features and inherent defects in the works. It is often expedient to attack at several points at the same time, and the communications of the defenders should always be threatened.

Q. What are the two different *modes of attacking* fortified posts?

A. By surprise and by force.

Q. Under what conditions only should the *attack by surprise* of a fortified post be attempted?

A. When the defenders consist of undisciplined or badly commanded troops; when the military precautions to guard against surprise, and to provide for the defence of the place, have been neglected; and when the works are badly flanked or defective.

Q. What is meant by an *attack by force*?

A. When the advance to the works is made under regular or partially constructed cover, the flanking defence of the place being overcome by enfilade fire before the assault is attempted.

Q. What previous arrangements and precautions are essential to success in *assaulting a fortified post*?

A. The force destined for the attack must be properly distributed and supported, the safety of its flanks being provided for; the whole operation both before and after the assault must be clearly and simply planned, every possible contingency being taken into account; each party must be thoroughly instructed in the part it is to take, and the exact course it is to pursue after penetrating the place.

Q. How should the force destined for the attack be divided?

A. Into storming parties, firing parties, supports, and reserve.

Q. When *escalade* is necessary, who should carry the ladders?

A. The storming party.

Q. What conditions are essential to the success of an *escalade*?

A. That as many ladders be provided as the men can carry and use; that the men be instructed beforehand in carrying, putting together, and ascending the ladders; that the storming party mount with as large a front as possible; and that the fire from the parapets be effectually silenced.

Q. Why should the assault always take place *by daylight*?

A. Because in the dark confusion is likely to arise, the example of gallant men is lost, and the timidity of others is infectious.

Q. What is the best time for assaulting a fortified post, and why?

A. Daybreak is the best time, as darkness favours the preliminary arrangements, and the operation takes place by daylight.

RECONNOISSANCE.

Q. Describe what is meant by a military reconnoissance.

A. It is the preliminary examination of a country as regards its military capabilities, and the minute study of such local features as affect the dispositions of an army.

Q. Under what two *heads* may military reconnoissance be divided?

A. 1st. The general reconnoissance of a country; 2d. The special reconnoissance of ground in detail.

(1.) *General Reconnoissance of a Country.*

Q. State the objects of the *general reconnoissance of a country.*

A. To acquire a knowledge of its local features, such as rivers, canals, roads, marshes, woods, mountains, fortresses, posts, positions; and of its resources, such as grain, forage, cattle, wood, water, horses, carriages, facilities of transport, and productions. Information as to the population and disposition of the inhabitants.

Q. Before entering upon the reconnoissance of a country, what information should be procured?

A. Information from the best maps and published accounts, and from individuals who are acquainted with it.

Q. Has the officer conducting the reconnoissance of a country any duty to perform beyond collecting information?

A. Yes; he must explain the result of his investigation in its bearing on the specific object in view. He must prepare himself to point out the advantages and disadvantages of particular features and localities, as well as the means of turning them to account.

Q. In what manner should the information acquired during a military reconnoissance of a country be preserved and recorded?

A. 1st. By annexing to existing maps, or sketches made during the reconnoissance, explanatory notes regarding topographical features; 2d. By a tabular statement in detail of the resources of the country; and, 3d. By a descriptive memoir, and a report of the general results of the reconnoissance.

Q. In reconnoitring a *flat country*, what are the principal features to be studied as furnishing a key to the remainder?

A. The courses of the rivers, direction of the roads, and positions of the cities and villages.

Q. In reconnoitring a *mountainous country*, what course should be pursued in order to arrive at a knowledge of its features?

A. The reconnoissance should commence at the most elevated point from whence the best observation of the country may be obtained, and the courses of the streams and ravines may be most easily followed.

Q. In reconnoitring a mountainous country, what topographical features are of most importance?

A. The roads, paths, outlets and defiles, rivers, ravines, valleys, towns, hamlets, detached houses, and strongholds.

Q. In reconnoitring a *maritime country*, what features of the coast should be studied?

A. The bays, creeks, sandbanks, roadsteads, anchorage, ports, facilities or difficulties of embarkation and disembarkation, means of communication from point to point, position of forts, &c.

(2.) *Special Reconnoissance in Detail of Ground, Positions, Rivers, Forests, and Lines of Route.*

Q. In what does a *special reconnoissance of ground, &c.*, consist?

A. In studying minutely a particular locality, in order to regulate in detail the execution of a military operation.

Q. In conducting a special reconnoissance of ground, what points require the most careful consideration?

A. Whether as a whole it is suitable for the operation contemplated; whether advantage or inconvenience may be expected from the influence of other ground in its vicinity; whether its extent, the details of its parts, studied separately and in connection with each other, and its means of communication, external and internal, are such as offer a fair prospect of success.

Q. What qualifications are of most importance to an officer in reconnoitring ground?

A. The power of judging of the capabilities of ground and its local peculiarities, and the art of appreciating distances and dimensions with accuracy.

Q. In *sketching ground* during a reconnoissance, what degree of finish and detail are requisite?

A. The sketch need not be elaborately finished, but it must clearly and intelligibly represent the features of the ground, the principal points of which should be determined by means of the pocket sextant or prismatic compass. It may in many cases be necessary that the sketch should be made rapidly on horse-back.

Q. What are the special objects usually contemplated in *reconnoitring a position occupied by the enemy*?

A. To ascertain the nature and extent of the position, and the strength and dispositions of the forces occupying it.

Q. How must all reconnoissances of an enemy's position be supported ?

A. By an armed force, of sufficient strength to occupy the points from which the required observations may be made.

Q. In undertaking the special *reconnoissance of a river*, what are the usual objects contemplated ?

A. If on the offensive, to ascertain the most favourable spot and the best means to be employed in crossing; if on the defensive, to consider the best means of frustrating the enemy's efforts to effect a passage.

Q. In reconnoitring a river, what points should be studied ?

A. The number and description of boats available; the situation of the bridges and fords; the nature of the bottom and banks; the width, rapidity, and depth of the river, and the local features of the country through which it flows.

Q. In *reconnoitring a forest*, what should be particularly studied ?

A. The courses of the roads, ravines, and streams which pass through it; its extent; the nature of its wood and underwood; the character of the ground; facility with which it may be traversed by all arms; the situations of openings, villages, houses, &c., and capabilities for military operations.

Q. In *reconnoitring a line of route*, what are the principal objects ?

A. To ascertain its practicability for troops of all arms; the nature of such obstacles as may exist, and the best means of overcoming them; the distances between different points; the situation, extent, and eligibility of ground for encampment; the quantity and quality of the water, and supplies of all kinds procurable.

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